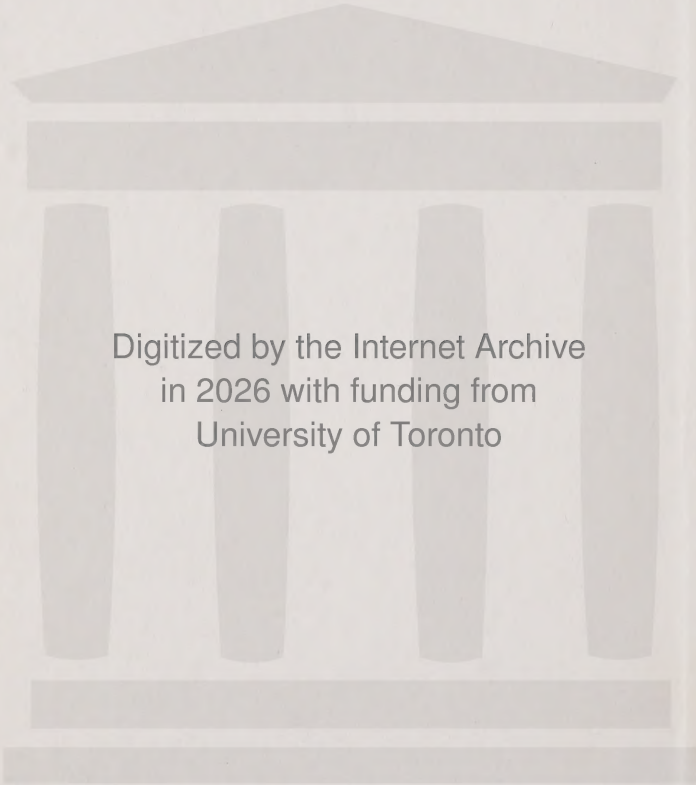
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Ontario College of Education

Calendar 1960-1961

University of Toronto

In view of increasing costs of supplies and labour, residence dues and other charges set forth in this calendar are subject to change by the Board of Governors.

104261

UNIVERSITY OF TORONTO

CALENDAR

Ontario College of Education

1960-1961

UNIVERSITY OF TORONTO PRESS
1960

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1960	Special Eight Weeks Summer Session (High School Assistants')	July 5	Aug. 26
	Special Five Weeks Summer Session (High School Assistants')	July 4	Aug. 5
	Regular Five Weeks Summer Session (High School Assistants')	July 11	Aug. 12
	Summer Session (Home Economics, Elementary)	July 4	Aug. 5
	Summer Session (Home Economics, Intermediate)	July 4	Aug. 5
	Summer Session (Commercial, Elementary)	July 4	Aug. 5
	Summer Session (Commercial, Intermediate)	July 4	Aug. 5
	Summer Session (Commercial, Specialist)	July 4	Aug. 5
	Summer Session (Industrial Arts, Intermediate)	July 4	Aug. 5
	Summer Session (Industrial Arts, Specialist)	July 4	Aug. 5
	Summer Session (Vocational, Type B)	July 4	Aug. 5
	Summer Session (Vocational, Type A)	July 4	Aug. 5
	Summer Session (Provincial Institute of Trades Technical Instructors Course)	July 4	Aug. 5
	Summer Session (Education)	July 4	Aug. 12
	Regular Autumn Term	Sept. 20 (9 a.m.)	Dec. 16 (5 p.m.)
1961	Regular Winter Term	Jan. 3 (9 a.m.)	Mar. 30 (5 p.m.)
	Regular Spring Term	Apr. 10 (9 a.m.)	May 26 (5 p.m.)

Dates

1960
- Sept. 21 — Address by the President to the students of all faculties and schools at 3.45 p.m. in Convocation Hall
- Oct. 10 — Thanksgiving Day
- Nov. 11 — Remembrance Day Service
- Nov. 25 — Autumn Convocation 8.30 p.m.

1961
- Jan. 20 — Last day for receiving the second installment of fees
- Mar. 31 — Good Friday
- May 8–17 — Final Examinations (except for candidates for Intermediate and Specialist Industrial Arts Certificates)
- May 23–26 — Final Examinations for candidates for Intermediate and Specialist Industrial Arts Certificates
- May 24–26 — University Commencement

ADMINISTRATIVE OFFICERS

The University

President.....C. T. Bissell, M.A., Ph.D., D.Litt., LL.D., F.R.S.C.

Vice-President.....M. G. Ross, M.A., Ed.D.
Registrar.....R. Ross, M.B.E., M.A.
Chief Librarian.....R. H. Blackburn, M.A., B.L.S., M.S.
Warden of Hart House.....J. McCulley, M.A.
Director of University Extension.....D. C. Williams, M.A., Ph.D.
Director of Information.....K. S. Edey
Director of Alumni Affairs.....J. C. Evans, B.A.

Vice-President (Administration).....F. R. Stone, B.Com., C.A.
Comptroller.....G. L. Court, D.F.C., M.Com., C.A.
Assistant Comptroller.....J. F. Brook
Secretary to the Board of Governors.....W. W. Small, B.Com., M.A.
Superintendent of Buildings and Grounds.....F. J. Hastie, B.Sc., P.Eng.
Chief Accountant.....D. J. Reid

Director of University Health Service
G. E. Wodehouse, M.C., M.D., F.R.C.P.
Assistant Director of University Health Service—Women
Miss F. H. Stewart, B.A., M.D.
Director of Athletics and Physical Education—Men..W. A. Stevens, B.S.
Director of Athletics and Physical Education—Women..Miss Z. Slack, B.A.
Director of the University of Toronto Press.....M. Jeanneret, B.A.
General Secretary-Treasurer of the Students' Administrative Council
E. A. Macdonald, B.A.
Associate Secretary of the Students' Administrative Council
Miss M. C. Knowlton, B.A.
Director of Hart House Theatre.....R. S. Gill, M.A.
Director of the Placement Service.....J. K. Bradford, O.B.E., M.A.Sc.

Ontario College of Education

Dean.....B. C. Diltz, M.A.
Director of the Department of Educational Research
R. W. B. Jackson, B.A., Ph.D.
Director of Graduate Studies.....C. E. Phillips, B.A., D.Paed.
Director of the Guidance Centre.....M. D. Parmenter, M.A.
Director of Vocational and Industrial Arts Teacher Education
R. D. Phillips, B.Sc., M.Ed., P.Eng.
Supervisor of Practice Teaching.....D. F. Dadson, B.A., B.Ed.
Supervisor of Women Students.....Miss Helen B. St. John, M.A., O.A.
Librarian.....Miss Dorothy A. Thompson, B.A.
Secretary.....Miss A. A. L. Elliott, B.A.

Note.—Communications to the Ontario College of Education should be addressed to the Secretary, Ontario College of Education, 371 Bloor Street W., Toronto 5.

CALENDAR 1960

Jan.

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CALENDAR 1961

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GENERAL INFORMATION

The Ontario College of Education trains candidates for certificates as teachers and in particular for Provincial certificates as teachers in secondary schools. It also offers courses leading to the B.Ed., M.Ed., Ed.D., M.A., and Ph.D. degrees.

The buildings of the Ontario College of Education on Bloor Street contain lecture-rooms, laboratories, and reading-rooms for the accommodation of the students, and model class-rooms for observation and practice-teaching. So far as necessary the observation and practice-teaching are supplemented by observation and practice-teaching in schools in and near the City of Toronto.

While the chief exercises of the Ontario College of Education will be conducted in the buildings on Bloor Street, the students in Education may use the University's library, gymnasium, and athletic fields, and Hart House, under such conditions as obtain with other students. They will also be admitted free to the Royal Ontario Museum, Bloor Street, and to the Toronto Art Gallery, Dundas St., from 9 a.m. to 5 p.m., on presentation of their registration cards.

BOARD AND LODGING

The Secretary of the Ontario College of Education will forward lists of boarding-houses on request.

COURSES AND CERTIFICATES

1. (1) The following courses are offered:

(*a*) Courses for the following certificates (all Interim): High School Assistants', Type B; High School Assistants', Type A;[1] Elementary-School Teachers';[2] Elementary in Art; Elementary Type A in Physical Education, Industrial Arts,[2] Instrumental Music, and Vocal Music,[3] Elementary in Home Economics; Intermediate in Home Economics; Elementary in Commercial; Vocational, Type B; Vocational, Type A; Intermediate in Industrial Arts; Specialist in Industrial Arts.

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[1]See Section 18 (1).

[2]This course may not be completed in the regular College session but requires a subsequent summer session before the candidate will be recommended for the certificate.

[3]The courses leading to High School Assistants' certificates, Type A, in Physical Education, Art, Instrumental Music and Vocal Music are open only to those who qualify under Section 26.

(*b*) Course for the degree of B. Ed.

(*c*) Courses under the School of Graduate Studies for the degrees of M.A., M.Ed., Ed.D. and Ph.D.

(2) High School Teachers' Certificates.[1]

(*a*) Grades of Certificates:

The following grades of certificates qualify the holders for teaching in High Schools and Collegiate Institutes:

(i) An Interim High School Assistant's certificate, Type B, which qualifies the holder for five years as an Assistant.

(ii) A Permanent High School Assistant's Certificate.

(iii) An Interim High School Assistant's Certificate, Type A, which qualifies the holder for five years as an Assistant.

(iv) A High School Specialist's Certificate which qualifies the holder to be head of a Department.

(*b*) Requirements for the above Certificates:

(i) For an Interim High School Assistant's Certificate, Type B: The completion of the professional course of training for this certificate at the Ontario College of Education.

(ii) For a Permanent High School Assistant's Certificate: The Interim High School Assistant's Certificate, Type B, and two years' successful teaching experience in Ontario in a secondary school or in Grades IX or X of a Public or Separate School.

(iii) For an Interim High School Assistant's Certificate, Type A: The completion of the professional course of training for this certificate at the Ontario College of Education.

(iv) For a High School Specialist's Certificate: An Interim High School Assistant's Certificate, Type A, and two years' successful teaching experience in Ontario in the subject or subjects covered by the Interim High School Assistant's Certificate, Type A.

(*c*) The holders of Interim High School Assistants' Certificates, Type B, or Permanent High School Assistants' Certificates may secure Interim High School Assistants' Certificates, Type A, under the conditions outlined in Section 17 of this calendar.

SESSION

2. (1) Enrolment will take place at 9 a.m., Tuesday, September 20th. The Autumn Term will end December 16th, at 5 p.m., and the Winter Term will begin January 3rd at 9 a.m. The Spring Term will begin April 10th and end May 26th.

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[1]For certificates in Vocational Training and in Industrial Arts, see Section 79.

HIGH SCHOOL ASSISTANTS', TYPE B, SUMMER COURSES
1960 and 1961

(2) A summer course for the High School Assistant's certificate, Type B, will be held from July 4, 1960, to August 5, 1960, for candidates who qualified for Temporary Secondary-school Teachers Certificates on completion of the ten-weeks summer course in 1959, and who are recommended for admission by the Principal and High School inspector concerned. The tuition fee for this course is $25 to be paid to the Chief Accountant of the University before the opening day of the course.

(3) (a) From July 5, 1960 to August 26, 1960, a summer course will be held at Toronto (Ontario College of Education), at Kingston (Dunning Hall, Queen's University), and at London (H. B. Beal Technical School), leading to a Temporary Secondary-School Certificate. The Certificate shall be valid for the school year 1960–61. The holder of such Certificate may secure an Interim High School Assistant's Certificate, Type B, by attending, on the recommendation of the Principal and High School Inspector concerned, a second summer course from July 3, 1961 to August 25, 1961, and by passing the examinations of that course.

(*b*) A candidate for admission to the course leading to a Temporary Secondary-School Certificate must fulfil all the conditions of admission to the course for the Interim High School Assistant's certificate, Type B (Section 9), and also must submit evidence that he has accepted a contract offered by an Ontario Secondary School Board for the ensuing school year for a position which has been advertised after April 1 and for which no fully qualified applicant is available. Applications should be made to the Secretary, Ontario College of Education, Toronto 5, as soon as the candidate is under contract to teach.

(*c*) Tuition fee for the summer session 1960, to be paid to the Chief Accountant of the University before the opening day of the session, $150; tuition fee for the second summer course 1961, to be paid to the Chief Accountant of the University, $75. These fees include medical and examination fees. None of the incidental fees required of students in the regular session shall be required of students in these summer sessions.

(*d*) No supplementary courses (Section 22) or Type A courses (Section 17) shall be offered in these summer sessions 1960 and 1961, but instruction in teaching the subjects of Grade XIII shall be provided for those deemed by the Dean and Council of the College to be capable of profiting by such instruction.

(4) Courses similar to those described in (3) above will be offered in subsequent summers if the enrolment is sufficient to warrant their establishment.

(5) (*a*) A summer course for the High School Assistant's certificate, Type B, will be held from July 11, 1960, to August 12, 1960, for candidates who hold an Elementary-School Teacher's (First Class) Certificate, who have taught for a minimum of two years, and who have been recommended

by their inspectors. For particulars, see Section 15(4), page 26. The tuition fee for this course is $75, to be paid to the Chief Accountant of the University, before the opening day of the course.

(*b*) This summer course will not be offered after 1960. Beginning in 1961, students who are eligible for admission to this course must take the first summer course described above in (3).

DUTIES OF STUDENTS

3. (1) Regular attendance on the part of candidates for Provincial certificates is indispensable, except for such as are exempt from attendance under the regulations of the Department of Education, and for such as are permitted by the Dean to act, after Christmas, for not more than a total of one week, as substitute teachers in the schools of Ontario.

(2) Students whose class-work shows them to be unduly deficient in scholarship, or whose attendance or progress is unsatisfactory, may be dismissed from attendance by the Council of the College at any time during the session.

(3) On the Dean's report to the Minister of Education as to the physical unfitness of a student for training for a Provincial certificate as a teacher, the Minister may require a special medical examination of such student, and, as a result thereof, may direct that his registration for such training be cancelled.

(4) Various religious, athletic, literary and dramatic associations are formed each session. For professional improvement all students shall share in the activities of the literary and dramatic associations.

FEES

4. (*a*) For Intramural Students:

High School Assistants' Course, Type B, and Vocational Training and Industrial Arts courses.

*Academic Fee	†Incidental Fees	Total Fee (if paid in one instalment)	First Term Instalment due Sept. 22	Second Term Instalment due Jan. 20
		Men		
$200	$50[1]	$250	$160	$93[2]
		Women		
$200	$30[1]	$230	$140	$93[2]

Notes: 1. The Academic Fee (which includes the examination and University Library fees) and the Incidental Fees are to be paid to the UNIVERSITY OF TORONTO. After January 20th, an additional deferred payment fee of $3 per month shall be imposed until the whole amount is paid.

2. A late registration fee of $10.00 will be assessed against any student who registers after the last date for normal registration in his or her faculty or school.

3. There is no additional fee for a High School Assistants' course, Type A, or for a Supplementary course when taken concurrently with the High School Assistants' course, Type B.

*The fee is the same for the Session after Christmas as for the regular College Session.

†These Incidental Fees include the following fees:—

For men—Hart House; Students' Administrative Council; Athletic; Health Service; and Medical Examination for admission to the College.

For women—Students' Administrative Council; Athletic; Health Service; and Medical Examination for admission to the College.

[1]A student who holds an Ontario teaching certificate will pay $46 or $26, as the case may be, because he or she will not be required to take a medical examination.

[2]An additional charge of $3.00 is made for payment of fees in two instalments.

(*b*) For Extramural Students:

Fee for the final examinations of the High School Assistants' course, Type B, which includes the fee for the final examinations of the High School Assistants' course, Type A, if taken concurrently	$20.00
Fee for the final examinations of the High School Assistants' course, Type A, if taken in a different Session from the final examinations of the High School Assistants' course, Type B	8.00
Fee for examination in one subject of any course when repeated in a subsequent Session	4.00

5. (1) FINAL EXAMINATIONS

No candidate will be permitted to take more than twice any final examination, or part thereof, for any certificate listed in this calendar.

(2) APPEALS

The answer papers of the final examinations of all unsuccessful candidates for Provincial certificates are re-read by the examiners, and the results of the first reading reconsidered before a decision to reject is reached. Despite this fact any unsuccessful candidate may have his case considered a third time if within two weeks after the announcement of the results he lodges with the Minister of Education his appeal, with a statement of the grounds on which it is based, and with a fee of $10.00. The fee will be refunded if the appeal is sustained.

6. SCHOLARSHIPS AND PRIZES

NOTE

As the value of an endowed scholarship or prize is dependent on the actual income of the fund, it is possible that the value of certain scholarships and prizes at the time of payment may be less than the amount stated in the calendar.

In those cases where the amount of the award is not payable from income earned on an endowed fund, payment will be dependent on the receipt of the amount of the annual award from the donor.

THE HUGH W. BRYAN MEMORIAL SCHOLARSHIP OF THE ONTARIO SECONDARY SCHOOL TEACHERS' FEDERATION

(1) The Ontario Secondary School Teachers' Federation has founded an annual scholarship of the value of the interest on $2,000 in memory of a former President of the Federation, Dr. Hugh W. Bryan. This scholarship will be awarded by the Bryan Memorial Scholarship Committee of the Federation, at the close of each session and after the receipt of a report from the Council of the College of Education, to the student in regular attendance throughout the session in the High School Assistants' Course who has shown "the most outstanding qualities of scholarship, teaching ability, and character."

THE LAURA L. OCKLEY SCHOLARSHIP IN HOME ECONOMICS

(2) Former students of Miss Laura L. Ockley, who was in charge of the training of Home Economics teachers in the University of Toronto from 1912 to 1943, have founded in her honour an annual scholarship of the value of $100. This scholarship will be awarded at the close of the session to a student in regular attendance in the High School Assistants' course, Type A, in Home Economics, or in the Intermediate Home Economics course, who has shown the most outstanding qualities of "scholarship and teaching ability in Home Economics and leadership in human relations." Awards over a period of years will be made to students of the High School Assistants' course, Type A, in Home Economics, and of the Intermediate Home Economics course in proportion to the registration in these courses during that period.

THE PAKENHAM MEMORIAL PRIZE

(3) As a memorial to Dr. William Pakenham, Dean of the Ontario College of Education from 1907 to 1934, the teachers of Ontario have founded an annual Memorial Prize of the value of the interest on $1,000. The Prize will be in the form of books stamped with the Coat of Arms of

the University of Toronto, and will be awarded to the student who obtains the highest standing, as reported in the annual returns of the College, in the subjects of Part I of the High School Assistants' course, Type B, and in Practice Teaching.

THE WILLIAM PAKENHAM FELLOWSHIP IN EDUCATION

(4) The late William Pakenham bequeathed to the University of Toronto the residue of his estate to be used as the governing body of the University may direct in behalf of the activities of the Ontario College of Education.

Accordingly a Fellowship in Education has been established for advanced work either in the University of Toronto or in some other university approved by the Senate. Beginning with the 1960–61 session, the Fellowship shall be a single award having the value of $2,000. It shall be awarded at such intervals as the Senate, on the recommendation of the Council of the Ontario College of Education, may from time to time determine. Applicants must be residents of Ontario, holding a Bachelor's degree, a teacher's certificate valid in a Canadian province, and must submit a record of professional experience and evidence of ability to make a contribution to education in Canada as a result of further work.

Applications shall be made on or before March 1st to the Secretary, Ontario College of Education.

THE JOHN THOMAS CRAWFORD MEMORIAL SCHOLARSHIP

(5) Mrs. J. T. Crawford has established an annual scholarship of $150.00 in the University of Toronto in memory of her husband, the late Professor John Thomas Crawford.

The scholarship, known as the John Thomas Crawford Memorial Scholarship, will be awarded to the candidate in the honour course in Mathematics and Physics in the University of Toronto who stands highest in the final examinations of the fourth year among those who proceed to the Ontario College of Education. The Scholarship will be paid on the successful completion of the fall term of the College of Education.

If no graduate of the Mathematics and Physics course attends the College the highest qualified candidate from the Physics and Chemistry course or from the Engineering Physics course, taken in that order, will be awarded the scholarship when other conditions are satisfied.

THE DU PONT OF CANADA SCHOLARSHIPS FOR SCIENCE OR MATHEMATICS TEACHERS

(6) The Du Pont Company of Canada Limited offers five grants of $1500 each to be used (1) to help attract competent science or mathematics students into the teaching profession and (2) to encourage science or mathematics teachers presently teaching in secondary schools to improve their competency.

These scholarships may be awarded to (1) a graduate or an under-

graduate in an honours course in, or who has majored in, science or mathematics and who agrees to enroll at the Ontario College of Education for the following academic year for training as a secondary school science or mathematics teacher, or to (2) a science or mathematics teacher already teaching in a secondary school and whose ability would be improved by a year's postgraduate work. Awards made for (1) and (2) are increased by $600 if the student or teacher is a married man.

Alternatively the faculty may use one grant of $1500 to award five summer scholarships of $300 each to secondary school teachers for additional training in science or mathematics.

These scholarships are tenable for the academic year 1960–1961 and for the summer of 1960. Detailed information and application forms are available from the Secretary, Ontario College of Education. Completed applications must be submitted to the Secretary not later than April 1, 1960.

CYANAMID OF CANADA SCHOLARSHIP

(7) Cyanamid of Canada, Ltd., is offering a scholarship of $1500 (or two scholarships of $750 each) to a Canadian citizen who has completed an honours course in Chemistry, Physics, Mathematics, Biology, or Engineering, and who agrees to enroll at the Ontario College of Education for one year's training, or to a teacher presently teaching the sciences in the secondary schools whose qualifications and competence would be furthered by a year's postgraduate work in this field.

Application forms shall be obtained from the Secretary, Ontario College of Education. Completed forms shall be mailed to the Secretary not later than April 1, 1960.

THE POLYMER CORPORATION SCHOLARSHIP IN MATHEMATICS AND SCIENCE

(8) The Polymer Corporation Limited of Sarnia, Ontario, has established a scholarship of $750 to promote interest and to increase the supply of teachers qualified to teach mathematics and science in secondary schools.

The scholarship will be awarded to a resident of Ontario who is an Arts or Science graduate of a recognized university, whose degree satisfies Canadian standards or who is a Polymer employee and who graduated within the last five years from a Canadian University. Candidates must be prepared to teach mathematics and/or science in a secondary school upon completion of the qualifying course at the Ontario College of Education.

Application forms are available at the Ontario College of Education, at any recognized Canadian university (c/o Registrar), or by direct request from Polymer Corporation Limited, Application forms must be received not later than April 1, 1960, by the Secretary, Scholarship Committee, Polymer Corporation Limited in Sarnia, Ontario.

THE CONFEDERATION LIFE ASSOCIATION BURSARY IN MATHEMATICS

(9) The Confederation Life Association offers a Bursary of $500 to encourage students to enter the teaching profession to become teachers of mathematics. The award shall be made to a deserving student (or students) by the Council of the Ontario College of Education. Applications shall be made before April 1 to the Secretary, Ontario College of Education.

THE CANADIAN MATHEMATICAL CONGRESS SCHOLARSHIPS

(10) The Canadian Mathematical Congress, the national organization of mathematicians, awards annually scholarships of $300 to honours graduates in mathematics from Ontario universities to aid them in attending the Ontario College of Education as candidates for Type A certificates in mathematics. Two scholarships are allotted to the University of Toronto and one each to Assumption University, Carleton University, McMaster University, Queen's University, University of Ottawa and University of Western Ontario.

The Awards are made by the various universities. Application should be made to the head of the Department of Mathematics at the student's university. Awards of $150 may be made to students who wish to qualify for admission to the Type A course and examinations in mathematics through summer courses. In such cases the award is made for the first summer only.

THE KATHARINE SHERK MEMORIAL FUND

(11) The Ontario Federation of Home and School Associations has set aside a fund of $2500 in honour of a Past President of the Federation, the late Katharine Sherk, to be used to encourage university students to enter the teaching profession.

The Federation has recommended that for each of five years, beginning with the academic year 1958–1959, $500 be offered to a deserving student in the final year of a four-year honours course, or of a three-year course, who attends the Ontario College of Education during a regular session.

Applications shall be made before April 1 to the Secretary, Ontario College of Education.

ZONTA BURSARY—NELLIE LYLE PATTINSON AWARD

(12) The Zonta Club of Toronto offers an annual scholarship of $200 to a student registered in Home Economics in a teacher training institution. The award will be made not later than January the first to an applicant who shows reasonable evidence of need, standing as a superior student and potential ability as a teacher.

ZONTA LOANS

Loans up to $250 will be made to any woman student repayable in eighteen months without interest. Apply to the Librarian of the College of Education.

THE ANNE W. CAMERON MEMORIAL AWARD

(13) The Home Economics Section, Ontario Educational Association, has established scholarships in memory of the late Miss Anne W. Cameron, Inspector of Home Economics, Ontario Department of Education, as follows:

(*a*) An award of $200.00 annually to a graduate from an Honour Course in Home Economics in an Ontario University who attends the Ontario College of Education to obtain a High School Assistant's Certificate, Type A, Home Economics.

(*b*) An award of $100.00 annually to a student enrolled at either the Ontario College of Education or the Toronto Teachers' College in a course leading to the Intermediate Certificate in Home Economics.

These awards will be made on the basis of scholastic achievement prior to entrance to a teacher training institution.

THE TORONTO BOARD OF EDUCATION TEACHING BURSARIES

(14) The Toronto Board of Education offers scholarships to candidates who qualify professionally through the Ontario College of Education special summer courses and who commit themselves legally to teach secondary school in Toronto for a period of five years after qualification.

For further details applicants should write to Mr. J. R. H. Morgan, Superintendent of Secondary Schools, Board of Education, 155 College Street, Toronto.

7. BURSARIES AND LOANS

(1) Dominion-Provincial Student Aid Bursaries may be awarded to students in financial need who are resident in Ontario and who are in attendance at the University of Toronto. Further information may be obtained from the Secretary of the Faculty.

(2) Provincial Student-Aid Loans of the Province of Ontario may be awarded to students in financial need who meet the conditions of the award. Application forms may be obtained from the Secretary, Ontario College of Education.

(3) Loans from the Ontario Secondary School Teachers' Federation are available to students of the winter course. Applications should be made to the Secretary, Ontario College of Education.

8. (1) HART HOUSE

All men students are required to become members of Hart House. The purpose and the conditions of this membership are defined in a bulletin to be distributed at the time of registration.

(2) UNIVERSITY HEALTH SERVICE

Information about this service may be obtained at registration.

COURSE FOR THE INTERIM HIGH SCHOOL ASSISTANT'S CERTIFICATE, TYPE B

CONDITIONS OF ADMISSION

9. (1) Except as provided in (2) and (3) below, an applicant for admission to the course for an Interim High School Assistant's certificate, Type B, shall make application not later than August 31st, to the Secretary of the Ontario College of Education on an official form to be obtained from the Secretary, and should submit with this application, also on official forms which will be supplied by the Secretary:

(*a*) A certificate of birth. An applicant must be at least 20 years of age before October 1st of the year in which he applies for admission.

(*b*) A certificate from a clergyman or other competent authority that he is of good moral character.

(*c*) A certificate of successful vaccination.

(*d*) A certificate from a competent authority that he is a British subject or a Declaration of Intention to become a Canadian citizen.[1]

(*e*) His certificate of graduation as Bachelor or Master of Arts, Bachelor or Master of Science, Bachelor of Commerce, Bachelor of Science in Agriculture, Bachelor of Applied Science, Bachelor of Household Science, Bachelor of Music[2] or Bachelor of Physical and Health Education, from a university, after a regular university course, approved by the Minister of Education as to admission requirements and as to content[3] of the undergraduate courses.

(2) Before the final admission, an applicant must submit an Acknowledgement of Preliminary Medical Report signed by a qualified physician on a form obtainable by the applicant from the Registrar of his university, the Ontario College of Education, or the Registrar, Department of Education.

Each applicant will be required before or during the course to pass a physical examination conducted by a medical examiner appointed for the purpose. A recommendation of exclusion will be made in cases of (1) a disease such as recent active tuberculosis or other communicable infection that might endanger the health of pupils, (2) a severe defect of vision, hearing, or speech; epilepsy except as noted in the next paragraph; serious and repeated or recent mental illness; or a marked cosmetic or orthopedic

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[1]This is in accordance with a Departmental requirement. See the Department of Education Act, 1954, Section 11 (i)(c).

[2]This refers to the degree in the course in Music Education of the University of Toronto introduced in 1946.

[3]The university course should include a sufficient number of credits in at least three subjects that provide background for secondary school teaching.

defect including dwarfism and gross obesity, (3) a disease such as severe heart disease, uncontrollable diabetes, etc., that would likely interfere with the performance of the usual duties of a teacher.

Where the medical report discloses conditions that may not, at the time, warrant exclusion but that may in future interfere with the person's teaching career, the student will be permitted to continue his course, provided that he signs a Consent Form waiving disability privileges under the Teachers' Superannuation Act. Acceptance with such a waiver may be recommended in the following cases: when there is a history of mental illness; when there is a history of tuberculosis (with evidence of inactivity); most cases of diabetes; heart disease without much disability; epilepsy, of moderate degree and well controlled by moderate amounts of medication; overweight; other conditions such as would increase the risk for insurance purposes.

If an applicant has reason to think that he might not pass the medical examination, he may apply for an advance medical examination about three months before the beginning of the course he proposes to attend, by writing to the Deputy Minister of Education requesting this privilege, and by remitting with the request the medical examination fee of $3.75 made payable to The Treasurer, Province of Ontario.

(3) No candidate will be admitted whose teaching certificate has been cancelled or suspended.

(4) Should a candidate for admission give evidence of his inability to speak English fluently enough to conduct a class in an Ontario secondary school, or should he for any other reason appear to be a poor prospect for the teaching profession, he may be asked to meet an Advisory Committee appointed by the Dean. On the recommendation of this Committee the candidate may be refused final admission.

(5) If an applicant, resident in Ontario, is rejected because of a medical examination, or a decision of the Advisory Committee appointed by the Dean, the applicant's fee will be refunded and the actual cost of transportation from the Ontario College of Education to the applicant's home will be paid by the College.

(6) An applicant for admission to this course who is not a candidate for the certificate of the Ontario Department of Education must comply with such conditions of admission as the Council of the Ontario College of Education may determine.

10. TEXT-BOOKS

The text-books for the academic work are those prescribed for the High Schools of Ontario in each subject of the student's course.

For Observation and Practice-teaching students should supply themselves with copies of all necessary school text-books.

11. PROGRAMME OF STUDIES

(1) The course of training for the Interim High School Assistant's certificate, Type B, consists of two parts as follows:

Part I: (*a*) General professional courses, including History and Philosophy of Education, Educational Psychology, and School Management and Law.

(*b*) Courses in methods of teaching any *three* [1,2,3,4,5,6] of the following:

English
Geography and History
Mathematics
Science
Latin
French
German
Greek
Spanish
Italian

Part II: Observation and Practice Teaching.

(2) Students in attendance in the High School Assistants' course, Type B, may take also, if they possess the required qualifications, a High School Assistant's course, Type A, and a Supplementary course.

(3) Diction and Voice Production

Oral proficiency in English is expected of all students. Throughout the session lectures on Diction and Voice Production mentioned in Section 65 will be given. In these classes students will be given practice in effective reading, speaking and writing. Students requiring speech correction may be withdrawn by the Dean from their supplementary courses for this remedial work.

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[1]Candidates for High School Assistants' certificates, Type A, as defined in section 18 (1), in selecting their subjects from (*b*) above, must include the corresponding subject or subjects of the High School Assistants' course. Type A.

[2]German, Spanish, Greek and Italian may be chosen only by candidates for the High School Assistants' certificates, Type A, except by permission of the Dean.

[3]Candidates should not choose French unless they have oral proficiency in the language, and have a thorough knowledge of phonetics, French grammar, and syntax.

[4]Candidates should not choose Science without having taken university courses in Science.

[5]When English is combined with Mathematics and Science, the emphasis in the English course will be upon language and composition.

[6]Graduates of a four years' honours course in Music leading to Type A candidacy may consider Music as an optional subject when selecting courses in methods of teaching.

ORGANIZATION OF COURSE

12. (1) The instruction in the special methodology of the subjects of the High School courses shall be accompanied by a review from the academic standpoint of such portions of each subject as may be necessary to determine the scholarship of the students and to illustrate the methods of instruction in that subject, dealing in particular with those parts of the course that are difficult of presentation.

(2) The following introductory work shall be taken up at the beginning of the session:

(*a*) A brief course in the General Method of the Recitation as a preliminary to Observation and Practice-teaching.

(*b*) Supervised Observation and Practice lessons in Secondary School grades. Students shall be notified of the subject and scope of each Observation lesson, and should prepare the lesson beforehand. After observing the lesson they shall discuss it with the teacher or lecturer concerned.

(3) The introductory course defined in (2) above shall be followed by systematic Observation and Practice-teaching, under the general supervision of the lecturers in the Ontario College of Education.

Exclusive of the introductory work, the programme of instruction shall include for each student at least 25 full days of Observation and Practice-teaching. This number may be increased to meet the needs of individual students.

(4) (*a*) The Observation and Practice-teaching for each student shall be arranged to represent as far as prrcticable the work in all grades of the secondary Schools.

(*b*) From time to time, throughout the College session, students shall be excused fron the regular College exercises, and shall be assigned to approved practice-schools for continuous periods of Observation and Practice-teaching. For part of each of these periods of continuous practical work the student shall be wholly responsible for the management of his class.

(5) Students shall be notified of the subject and the scope of each Practice-teaching lesson required and shall prepare a plan of each Practice teaching lesson for submission to the teacher.

(6) (*a*) The lecturers of the Ontario College of Education shall develop the details of their subjects in the teaching order, and, after each suitable step, model lessons will be taught in special classes and in the practice schools.

(*b*) From time to time, the lecturers of the Ontario College of Education shall be present at the Observation lessons and Practice-teaching of the students and shall join in the criticism and valuation of their work.

EXAMINATIONS

13. (1) The final standing of students in attendance shall be determined by the combined results of the sessional records and the records of the final examinations in the subjects of Part I, and by the results of the records of the Observation and Practice-teaching of Part II.

(2) The sessional records represent oral and written exercises, practical work, practice in making examination papers, and in valuing the answer-papers of pupils, and written examinations which shall test in particular the academic scholarship of the candidates.

(3) At the final examinations in Part I, each paper in the academic subjects shall contain questions in methodology, which shall test also the candidate's academic knowledge and, if his sessional records and his answers to these questions show that his academic knowledge is defective, he shall be rejected on this ground alone.

(4) No student in Science or in Modern Languages shall be recommended for a certificate who is not awarded 50% of the marks assigned to laboratory practice in Science or to the oral practice in the Languages.

(5) The maximum marks assigned to each subject in Part I shall be 100. In all subjects a maximum of 40% of the marks shall be assigned to the sessional records and 60% to the final written examinations.

(6) A maximum of 800 marks shall be assigned to Practice-teaching and of 300 to Observation. The standing of the student in Observation and in Practice-teaching shall be based upon his sessional records in the lessons following those which form part of the introductory courses.

CERTIFICATES

Intramural Candidates

14. (1) A student who obtains 50% of the marks in each of the required subjects of Part I and 60% of the aggregate of the marks in each of the divisions of Part II, may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim High School Assistant's certificate, Type B

(2) A student who passes in Part II and fails in not more than two of the required subjects of Part I, of which only one may be a course in methods of teaching, will be exempted from further attendance.

(3) All other students who have failed to obtain the necessary final standing shall be required to attend another regular session, or the two special eight weeks summer courses leading to the High School Assistant's Certificate, Type B.

(4) A student who has obtained standing in approved university courses to a total of 15 credits in one of the secondary school subjects, or standing to a total of 24 credits in two subjects, may apply to the Secretary

of the Ontario College of Education to have his Interim High School Assistant's certificate, Type B, endorsed when it is issued by the Minister of Education.

EXTRAMURAL CANDIDATES

15. (1) (*a*) Candidates who are exempted from attendance at the Ontario College of Education, as provided in Section 15. (1) (c), may complete their standing for a certificate by re-writing, at an annual examination, the examination in the subject in which they failed.

(*b*) Candidates who failed at an examination under former Regulations and who were exempted from subsequent attendance at the Ontario College of Education shall take, not later than a date determined in each case by the Minister of Education, the final examination papers as prescribed herein but their standing shall be determined in the subjects as constituted under the regulations in force when they first wrote.

(*c*) Candidates who have been exempted by the Minister of Education from attendance at the Ontario College of Education because they hold Permanent First Class[1] certificates issued on the completion of a second session of attendance at a Provincial Teachers' College, or because they hold Permanent First Class[1] certificates and for at least the last two years of their teaching experience have been graded better than "Average" by the Inspectors on the Teachers' Record Cards, and who are required to write the final examinations of the Ontario College of Education shall present to the College, on or before January 1st[2] of the year in which they write the final examinations of the High School Assistants' course, Type B, evidence of graduation as required by Section 9. (1) (*e*)[3]; they shall take the prescribed final examinations in the subjects of Part I, and shall also satisfy the examiners that they are competent to teach efficiently the subjects of the High School courses *either* by undergoing practical tests *or* by submitting statements from Inspectors of Public, Separate, or Continuation Schools that they have taught successfully, for at least two years, Ontario school courses of a grade not lower than Grade V of the Public or Separate School courses.[4]

(2) The pass standard for candidates exempt from attendance shall be the same as that for candidates in attendance, as per Section 14 (1),

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[1]Now called the Elementary-School Teacher's certificate.

[2]This applies to extramural candidates for any certificate listed in the calendar.

[3]From candidates exempted from attendance by the Minister, the College will accept in lieu of the actual certificate of graduation, an official statement from the candidate's university that the candidate has completed the work for the degree on or before January 1st of the year in which he presents himself to write the final examinations of the College, and that he will receive the degree at the next regular Convocation of his university.

[4]A candidate who has been exempted from attendance may, if he prefers, be admitted to the Summer Course [See Section 15 (4) (*a*)], provided that he has not written final examinations of the regular College session in May, 1960.

but no allowance shall be made for sessional work, if any, in the case of candidates not in attendance.

(3) (*a*) Candidates exempt from attendance at the Ontario College of Education under (1) (*c*) above or (4) (*a*) below shall take their practical tests in Part II at such times during the session as may be agreed upon with the examiners, but not later than May 1st. They shall take their examinations in the subjects of Part I at one annual examination at the close of the session on dates to be determined by the examiners.

(*b*) Candidates exempt from attendance may take their written examinations in Part I at the Ontario College of Education, Toronto, or at one of the Provincial Teachers' Colleges outside of Toronto or, in the case of candidates who live in Provincial Districts, at approved local centres where inspectors of schools are available as presiding officers.

(*c*) Candidates exempt from attendance shall take their practical tests at the Ontario College of Education, Toronto, or, in special cases, at local centres under the supervision of the visiting Provincial Inspector. The conditions that determine these cases may be learned from the Ontario College of Education on application at the beginning of the session. A candidate who has failed in the practical tests at the Ontario College of Education or under a Provincial Inspector shall not be admitted to a second practical test during the same College session.

(4) (*a*) Candidates who have fulfilled the requirements for admission to the High School Assistants' course, Type B, and (i) who hold Ontario First Class[1] certificates issued on the completion of one session of attendance at an Ontario Teachers' College and have had at least two years of successful teaching experience[2] in the Public, Separate, or Continuation Schools of Ontario, or (ii) who hold Permanent Second Class certificates issued on the completion of one session of attendance at an Ontario Teachers' College and have had at least six years of successful teaching experience in the Public or Separate Schools of Ontario, or (iii) who hold Permanent Second Class certificates issued on the completion of a second session of attendance at an Ontario Teachers' College, or (iv) who hold interim Vocational certificates and have had at least two years of successful teaching experience in the Vocational Schools of Ontario, shall be exempted from attendance at the Ontario College of Education but shall attend the summer course for a High School Assistant's certificate, Type B, and shall take the final examinations of the Summer course in the prescribed subjects of Part I. They shall also satisfy the examiners that they are competent to teach efficiently the subjects of the Secondary School courses *either* by undergoing practical tests *or* by submitting statements from Inspectors of

[1]Now called the Elementary-School Teacher's Certificate.

[2]Service personnel may count one year of service for a year of teaching experience.

Public, Separate, or Continuation Schools that they have taught successfully, for at least two years, Ontario school courses of a grade not lower than Grade V of the Public or Separate School courses.

(*b*) A candidate who has been duly admitted to the Summer Session for the High School Assistant's certificate, Type B, who attends throughout the session, and who successfully passes the examinations at the close of the session, may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim High School Assistant's certificate, Type B. The recommendation, however, will be withheld until the candidate has satisfied the examiners as indicated in (4) (*a*) above that he is competent to teach efficiently the subjects of the High School courses.

(*c*) Candidates who have obtained Interim Vocational certificates by attendance at the Ontario Training College for Technical Teachers or the Ontario College of Education, and who in addition to the practice teaching lessons required for a Vocational certificate, have taught to the satisfaction of the staff of the Ontario College of Education, at least ten lessons in academic subjects (English, Mathematics and Science) shall be exempted from the practical test in teaching.

(*d*) Candidates who have attended the Summer Course or have been exempted from attendance under (1) (*c*) above, and who fail in one or more of the various tests prescribed for an Interim High School Assistant's certificate, Type B, may complete their standing for said certificate under the following conditions: (i) candidates who fail in the practical test in teaching shall be admitted to a second test in a subsequent College Session; (ii)[1]candidates who fail in more than two subjects of Part I shall rewrite at one annual examination of the College Session the examinations in all prescribed subjects of Part I; (15) (4) (*d*) (iii) [1]Candidates who fail in not more than two subjects of Part I (of which only one may be a course in methods of teaching) may re-write at an annual examination of the College Session, the examination, or examinations, in the subject, or subjects, in which they failed; (iv) candidates who do not pass the final examinations of the Summer Session will be required to take the final examinations of the regular College Session within three years of having attended a Summer Session in this course, or must re-attend the Summer Session in order to be eligible for admission to the examinations for an Interim High School Assistant's certificate, Type B.[2]

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[1]Regulation 15(4)(*d*)(ii) and Regulation 15(4)(*d*)(iii) apply to all candidates attending summer sessions with the exception of those attending the special Five Weeks Summer Session of 1960. For the latter, Regulation 15(4)(*d*)(ii) shall read: "Candidates who fail in more than one subject of Part I shall re-write at one annual examination of the College Session the examinations in all prescribed subjects of Part I". And Regulation 15(4)(*d*)(iii) shall read: "Candidates who fail in not more than one subject of Part I may re-write at an annual examination of the College Session, the examination in the subject in which they failed."

[2]See Section 2 (5)(*b*), page 12.

(*e*) Other candidates who hold an Ontario First[1] or Second Class certificate with the academic standing required for admission to the High School Assistants' course, Type B, shall be exempted from attendance during the Autumn term[2]; but shall take all sessional tests held in the Winter and Spring terms and all the final examinations prescribed for Part I and shall also satisfy the examiners by practical tests that they are able to teach the subjects of the Secondary School courses.

LETTERS OF STANDING

16. (1) Candidates who have fulfilled the requirements for admission to the Course leading to the Interim High School Assistant's certificate, Type B, and who are exempted by the Minister of Education from attendance at the Ontario College of Education on account of equivalent training[3] in other provinces of Canada or in other countries of the British Commonwealth of Nations, may be granted a *Letter of Standing* by the Minister valid, for not more than one year from the date of issue, in a secondary school, or in Grades IX and X of an elementary school.

(*a*) Before being granted a *Letter of Standing* an applicant must submit a certificate of physical fitness signed by a medical examiner appointed by the Minister of Education.

(*b*) Before being granted a *Letter of Standing* an applicant must submit a certificate from a competent authority that he is a British subject or a Declaration of Intention to become a Canadian citizen.

(2) On the statement of the Principal that the candidate has taught successfully for one year under the authority of a *Letter of Standing*, he may be recommended by the Inspector concerned for the Interim High School Assistant's certificate, Type B.

COURSES FOR INTERIM HIGH SCHOOL ASSISTANTS' CERTIFICATES, TYPE A

CONDITIONS OF ADMISSION

17. (1) Applicants for admission to the courses for Interim High School Assistants' certificates, Type A, or to the final examinations for said certificates,[4] shall also be applicants for admission to the course for the Interim High School Assistant's certificate, Type B, or shall be applicants for admission to the examinations therefor without attendance throughout the session, or shall already hold High School Assistants' certificates. No candidate will be awarded an Interim High School Assistant's certificate, Type A, or receive credit towards said certificate *before* he has been awarded an Interim High School Assistant's certificate, Type B.[4]

[1]Now called the Elementary-School Teacher's certificate.

[2]Application for admission to the College at the beginning of the second term in January should be made not later than December 1st. Enrolment in January may be limited according to the available accommodation

[3]"Equivalent" means a full course in methods and practice in the teaching of at least two academic subjects.

[4]See footnote 3, page 25.

(2) A candidate for an Interim High School Assistant's certificate, Type A, who is also a candidate for admission to the course for an Interim High School Assistant's certificate, Type B, shall comply with the conditions for admission prescribed for candidates for the Interim High School Assistant's certificate, Type B, and shall submit evidence of the required standing in the final or graduation courses approved by the Minister of Education.[1]

(3) The applicant whose standing is below 66% but not lower than 60% in these approved courses will be admitted to the final examinations leading to the Interim High School Assistant's Certificate, Type A, on submitting evidence from the Principal and High School Inspector of at least five years' teaching experience in the subject, or subjects, of his special field of study, at least two years of which must have been in Grades XII or XIII and graded above average, in a Secondary School of Ontario subsequent to obtaining the academic standing referred to above. The initial inquiry should be addressed to the Secretary of the Ontario College of Education.

COURSES[2]

18. (1) Courses shall be offered for Interim High School Assistants, certificates, Type A, in Agriculture, Classics, English, English and French, English and German, English and Latin, English and Spanish, English and History, Geography, History, French Language and Literature, French and German, French and Italian, French and Spanish, Latin and French, Latin and Greek, Mathematics, Mathematics and Physics, Science, Physics and Chemistry, Physics and Biology, Chemistry and Biology, Applied Sciences and Home Economics.

(2) Courses shall also be offered leading to Interim High School Assistants' certificates, Type A, in Physical Education, Art, Instrumental Music, and Vocal Music, under the conditions defined in Section 26.

(3) Each Type A course shall consist of at least the equivalent of two seminar-periods per week throughout the Session and of special Observation and Practice-teaching in the subjects in which the candidate is an applicant for a High School Assistant's certificate, Type A.

TEXT-BOOKS

19. Students in the courses for High School Assistants' certificates, Type A, shall supply themselves with such text-books as may be recommended by the instructors.

EXAMINATIONS

20. (1) Subject to the condition that no student may be awarded an Interim High School Assistant's certificate, Type A, who does not already hold or is not also awarded an Interim High School Assistant's certificate,

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[1]For information regarding the alternative plan for admission to Type A courses, communicate with the Secretary, Ontario College of Education.

[2]See footnotes 1, 2, 3, 4, 5, 6, page 22.

Type B, the final standing of students in attendance in the High School Assistants' courses, Type A, shall be determined by the records of the Practice-teaching in the department or subject concerned, and by the combined results of the sessional records and the records of the final examinations in the same department or subject. The sessional records represent oral and written exercises, practical work, practice in preparing examination papers, and in valuing the answer-papers of pupils, and such term work as the instructors may prescribe. The records of the final examinations shall be based upon two examination papers taken in each department at the close of the session. The maximum marks represented in the Practice-teaching shall be 100; in the sessional records 40; and in the final written examinations of the department or subject 60.

(2) The final standing of students not in attendance shall be determined by the final written examinations and by teaching in the department concerned. For this purpose the maximum of marks in each case shall be 100.

CERTIFICATES

21. (1) On the recommendation of the examiners the Minister of Education may grant the Interim High School Assistants' certificates, Type A, referred to in Section 18 to students in attendance who have fulfilled the conditions of the course for the Interim High School Assistant's certificate, Type B, and in their High School Assistants' course, Type A, have obtained (*a*) 66% of the aggregate of marks represented in the sessional records and the records of the final examinations and (*b*) 66% of the marks assigned to the Practice-teaching.

(2) On the recommendation of the examiners the Minister of Education may grant the Interim High School Assistants' certificates, Type A, of Section 18 (1) to students exempt from attendance who hold or are awarded High School Assistants' certificates, who are duly qualified for admission to a High School Assistants' course, Type A, and who obtain 66% of the marks assigned to the written examinations and to the Practice-teaching, respectively, in the High School Assistants' course, Type A, concerned.

(3) Students who are awarded Interim High School Assistants' certificates, Type A, in Home Economics under (1) and (2) above and who hold or obtain First[1] or Second Class certificates are qualified to teach in the Home Economics departments of Public and Separate Schools.

(4) (*a*) For students not in attendance the written examinations in the courses for Interim High School Assistants' certificates, Type A, of Section 18 (1) will be held at the close of the session at such centres and under such conditions as are set out in Section 15 (3).

(*b*) For students not in attendance the practical examinations shall be held at the Ontario College of Education, Toronto, or at local centres as prescribed in Section 15.

[1]Now called the Elementary-School Teacher's certificate.

SUPPLEMENTARY COURSES[1]

22. Students in attendance in the High School Assistants' course, Type B, may take also *one*[2] of the following Supplementary courses:

I. Course for the Elementary Physical Education certificate, Type A.

II. Course for the Elementary Art certificate.

III. Course for the Elementary Vocal Music certificate, Type A.

IV. Course for the Elementary Instrumental Music certificate, Type A.

V. Course for the Elementary Commercial certificate.[3]

VI. Course for the Elementary Industrial Arts certificate, Type A.[4]

VII. Course for the Elementary Certificate in Home Economics.

VIII. Course for the Intermediate Home Economics certificate.[5]

IX. Course for the Interim Elementary-School Teacher's certificate.[4]

Within one month of the beginning of the above Supplementary courses, the student shall satisfy the instructor of the Supplementary course he has chosen that he is adapted to the study of the course, or his registraton in the Supplementary course shall be cancelled.

23. (1) The subjects of supplementary courses I–IX shall be those set forth in Sections 52–63 and 31, respectively. Observation and Practice-teaching are obligatory in each of these supplementary courses.

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[1]Students taking the High School Assistants' courses, Type A in Physical Education, Art, Vocal Music, Instrumental Music, or Home Economics are responsible for the Elementary course, or in the case of Home Economics the Intermediate course, in these subjects and may not take a supplementary course in another field.

[2]Any student may, with the approval of the instructor, take the Elementary courses in both Vocal Music and Instrumental Music.

[3]A supplementary course for beginners in Bookkeeping, Shorthand, Typewriting, and Penmanship is open to any one not taking a Type A course who wishes to commence the study of these subjects with the intention of continuing in commercial education.

[4]The Supplementary courses leading to the Interim Elementary-School Teacher's certificate and to the Interim Elementary Type A certificate in Industrial Arts may not be completed in the regular College session, but require one subsequent Summer session before the candidates will be recommended for the certificates.

[5]Admission to this course is restricted to students who submit evidence of graduation, with a standing not lower than 60% in the Home Economics of the final year from a University course approved by the Minister of Education in which, for at least the last two years of the course, Home Economics has been a regular subject of study.

(2) Students in supplementary courses I–IX shall supply themselves with such text-books and equipment as may be recommended.

EXAMINATIONS OF SUPPLEMENTARY COURSES I–VIII[1]

24. (1) PHYSICAL EDUCATION:

Practical Tests:

FOR WOMEN: Fundamental Movements, Dance, General Activities, Games.

FOR MEN: Basic Drill, Gymnastics, Apparatus, Games, Swimming.

Fifty per cent of the marks in each of the practical tests shall be assigned to the sessional and fifty per cent to the final tests.

Written Examination:

Theory, Methods and Materials.

(2) ART:

Practical Tests:

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering.

Written Examinations:

Theory and History of Art, Methods of Teaching Art.

(3) VOCAL MUSIC:

Practical Tests:

Sight Singing and Ear Training, Voice Training and Song Material, Conducting.

Written Examinations:

Rudiments of Music, Music Appreciation, Methods.

(4) INSTRUMENTAL MUSIC:

Practical Tests:

Sight Singing and Ear Training, Technical Training, Conducting.

Written Examination:

Methods.

(5) COMMERCIAL SUBJECTS:

Practical Tests:

Shorthand Practice, Typewriting, Penmanship.

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[1]See Section 32 for Course IX.

Written Examinations:

Shorthand Theory, Bookkeeping, Methods.

(6) INDUSTRIAL ARTS:

Practical Tests:

Draughting, Woodworking, Sheet Metal Work, Machine Shop Practice.

Written Examination:

Methods of instruction and class organization of the General Shop.

(7) HOME ECONOMICS—ELEMENTARY COURSE:

Term Work:

Food and Nutrition; Clothing and textiles.

Written Examinations:

Theory and Methods, Grades IX and X, Parts I and II.

(8) HOME ECONOMICS—INTERMEDIATE COURSE:

Term Work:

Meal Management; Care of the Home and Family; Clothing—Selection, Construction and Care.

Written Examinations:

Theory and Methods. Parts I and II

CERTIFICATES FOR SUPPLEMENTARY COURSES I–VIII[1,2]

25. (1) On the recommendation of the examiners the Minister of Education may grant an Elementary certificate in Art or an Elementary Certificate in Home Economics or an Elementary Commercial certificate or an Elementary Type A certificate in Physical Education or Vocal Music or Instrumental Music or an Intermediate certificate in Home Economics, or standing in Part I of the course for the Elementary Type A certificate in Industrial Arts, as the case may be, to a student in the course for an Interim High School Assistant's certificate, Type B, provided that the said student is awarded an Interim High School Assistant's certificate, Type B, and obtains a minimum of 60% of the marks assigned to practice-teaching and (*a*) in Commercial subjects a minimum of 50% of the marks assigned

[1]The certificates which are mentioned herein are those valid for teaching in High Schools, i.e., in Physical Education, the Elementary Type A, and the Type A; in Vocal Music and Instrumental Music, the Elementary Type A, and the Type A; in Art, the Elementary and the Type A; in Industrial Arts, the Elementary Type A; in Home Economics, the Elementary and the Intermediate; and in Commercial Subjects, the Elementary.

[2]See Section 33 for Course IX

to each subject, or (*b*) in Art or Physical Education or Industrial Arts or Vocal Music or Instrumental Music or Elementary Home Economics or Intermediate Home Economics a minimum of 60% of the marks assigned to each subject of the written examination and practical tests.

No student shall be recommended for a certificate or for standing in Art or Physical Education or Vocal Music or Instrumental Music or Industrial Arts or Home Economics or Commercial Subjects whose attendance or progress in any part of the course has been reported as unsatisfactory.

(2) The Dean shall investigate the claims of the candidates for the Elementary Type A certificate in Physical Education who report themselves as unable for physical reasons to take the course in swimming, provided that such claims are presented to the instructor on a form and after a manner defined by the Minister of Education. Candidates who are exempted by medical certificate from the course in swimming and candidates who have failed to obtain pass standing in the course in swimming may be awarded Elementary Type A Physical Education certificates endorsed "not including swimming".

(3) On the recommendation of the examiners, the Minister of Education may permit candidates in the supplementary courses I–VIII who have been awarded Interim High School Assistants' certificates, Type B, and have obtained a minimum of 60% of the marks assigned to practice-teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

(i) In Physical Education or Industrial Arts or Home Economics, candidates who fail in the written examination, but pass in all the subjects of the practical tests may complete their standing by passing in the written examination at a subsequent examination without further attendance; candidates who pass in the written examination but fail in one or more of the subjects of the practical tests may complete their standing by passing in the subjects concerned at a subsequent Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(ii) In Art or Vocal Music or Instrumental Music, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests such candidates must try the tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(iii) In the Commercial course, candidates shall be allowed credit towards an Elementary certificate in the subject or subjects in which they are successful.

COURSES FOR THE HIGH SCHOOL ASSISTANTS' TYPE A CERTIFICATES IN PHYSICAL EDUCATION, ART, VOCAL MUSIC, AND INSTRUMENTAL MUSIC

26. (1) Admission to the High School Assistants' course, Type A, in Physical Education as well as the Elementary course in Physical Education will be granted to students (i) who hold the degree of Bachelor of Physical and Health Education of the University of Toronto with a final standing not lower than 60%, or (ii) who are otherwise qualified to enter the High School Assistants' course, Type B, and who hold the degree of Bachelor of Physical and Health Education of Queen's University with a final standing not lower than 60%, or (iii) who hold the degree of Bachelor of Arts of the University of Western Ontario obtained in the honour course[1] in Physical Health and Recreation Education, with a final standing not lower than 60% or (iv) who hold the degree of Bachelor of Physical Education of McMaster University with a final standing not lower than 60%.

(2) Admission to the High School Assistants' course, Type A, in Art as well as the Elementary course in Art will be granted to students who hold the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Fine Art or in Art and Archaeology with a final standing not lower than 66%.

(3) Admission to the High School Assistants' course, Type A, in Vocal Music[2] will be granted to students (i) who hold either the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Music or the Bachelor of Music degree of the University of Toronto obtained in the course in Music Education,[3] with a standing of at least 60 per cent., or (ii) who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the degree of Bachelor of Music of the University of Toronto obtained in the course in General Music, or (iii) who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the teacher's or performer's diploma of the Royal Conservatory of Music of Toronto, or the Special Music certificate of Queen's University, or the Associate (teacher's) diploma of the Western Ontario Conservatory of Music, or the Diploma of Music Graduate in Pedagogy of the University of Western Ontario.

Admission to the High School Assistants' Course, Type A, in Instrumental Music will be granted to students who hold the Bachelor of Music Degree of the University of Toronto obtained in the course in School Music.[3]

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[1]Graduates of this course with the Recreation option are not eligible for the Type A course in Physical and Health Education.

[2]Students of the Type A course in Vocal Music may, with the approval of the instructor, take the Elementary course in Instrumental Music.

[3]This refers to the degree in the course in Music Education of the University of Toronto, introduced in 1946.

27. Students admitted to the High School Assistants' course, Type A, in Physical Education, Art, Vocal Music or Instrumental Music under Section 26 shall supply themselves with such text-books and equipment as may be recommended by the instructors.

CERTIFICATES

28. (1) On the recommendation of the examiners, the Minister of Education may grant High School Assistants' certificates, Type A, in Physical Education, Art, Vocal Music or Instrumental Music to those admitted under Section 26 who fulfil the conditions stated in Sections 20 and 21 (1).

(2) Students who are awarded Interim High School Assistants' certificates, Type A, in Physical Education, Art, Vocal Music or Instrumental Music under Section 26 and who hold, or obtain, Second or First Class[1] certificates may also be awarded Supervisors' certificates valid in Public and Separate Schools.

29. COURSE FOR THE INTERIM ELEMENTARY-SCHOOL TEACHER'S CERTIFICATE[2]

The course is conducted in accordance with the conditions prescribed in the Regulations, Examinations and Courses of Study of the Ontario Teachers' Colleges. It may not be completed in the regular College session but requires a subsequent Summer Session before the candidates will be recommended for the certificate.

CONDITIONS OF ADMISSION

30. (1) Applicants for admission to the course for the Interim Elementary-School Teacher's certificate or to the final examinations for said certificate shall comply with the conditions of admission and attendance prescribed for candidates for the Interim High School Assistant's certificate, Type B. No candidate will be awarded an Interim Elementary-School Teacher's certificate before he has been awarded an Interim High School Assistant's certificate, Type B.

TEXT-BOOKS

(2) The text-books for the academic work of the course shall be those prescribed in each subject for the High, Public and Separate Schools.

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[1]Now called the Elementary-School Teacher's certificate.
[2]Course IX as listed in Section 22.

PROGRAMME OF STUDIES

31. The course of training, which is supplementary to the course of training for the Interim High School Assistant's certificate, Type B, includes the following subjects some of which will be offered in the regular College session, the remainder in a Summer Session:

Part I: Education Psychology; School Management; English, Mathematics; Social Studies; Science; Art; Music; Physical Education; Health; Industrial Arts.

Part II: Observation and Practice-teaching—at least ten full days—to be conducted under conditions defined in Ontario Teachers' College courses for the Interim Elementary-School Teacher's certificate.

EXAMINATIONS

32. (1) Subject to the condition that no student may be awarded an Interim Elementary-School Teacher's certificate who is not also awarded an Interim High School Assistant's certificate, Type B, the final standing of the students in attendance in the course for an Interim Elementary-School Teacher's certificate shall be determined by the records of the Observation and Practice-teaching and by the combined results of the sessional records and the records of the final examinations in such course. Subject to the same condition, the final standing of candidates not in attendance shall be determined by the records of the final written examinations and of Practice-teaching.

(2) The examinations in the subjects of the course for an Interim Elementary-School Teacher's certificate shall be conducted, *pari passu*, in the terms and under the conditions set out in the Teachers' College Courses for the Interim Elementary-School Teacher's certificate.

CERTIFICATES

33. (1) (*a*) Subject to the conditions of Section 32 (1), and to the conditions defined in Ontario Teachers' College courses for the Interim Elementary-School Teacher's certificate, a candidate who obtains 60% of the marks in each subject of the course and 60% of the aggregate of the marks in each of Observation and Practice-teaching may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim Elementary-School Teacher's certificate.

(*b*) Subject to the same conditions, a candidate who passes in Observation and Practice-teaching and fails in not more than two subjects shall be exempted from further attendance and may complete his course for an Interim Elementary-School Teacher's certificate by rewriting at one annual examination the examinations in the subject or subjects in which he failed.

(2) All candidates other than those referred to in (1) (*b*) above who have failed to obtain the necessary final standing will be required to attend such other sessions as the Minister may prescribe.

(3) Section 15 (1) (*a*), (*b*), (2) and (3) (*b*), which apply to the candidates for the Interim High School Assistant's certificate, Type B, who are exempt from attendance, shall apply also, *pari passu*, to candidates for the Interim Elementary-School Teacher's certificate who are exempt from attendance.

(4) The Regulations of the Department of Education respecting Permanent Elementary-School Teachers' certificates are contained in the Department's Circular 614(*a*).

DETAILS OF SUBJECTS

34. The details of the subjects of the courses for Interim High School Assistants' certificates, Types A and B, for Elementary certificates in Physical Education, for Elementary certificates in Art, for Elementary certificates in Instrumental Music and Vocal Music, for Elementary certificates in Home Economics, for Intermediate certificates in Home Economics, and for standing in Elementary Industrial Arts, are set out below.

For the course for the Interim Elementary-School Teachers' certificate these details and subjects shall be supplemented by the details and subjects set out in the Teachers' College courses for the Interim Elementary-School Teachers' certificate.

INTRODUCTION TO HISTORY AND PHILOSOPHY OF EDUCATION

35. The nature, foundations and status of Educational Theory: historical review and consideration of purposes and aims of education.

The significance for modern educational thought and practice, of broadly distinctive schools of philosophy: survey of the values and practices emphasized by outstanding educationists, particularly, but not exclusively, of the last two centuries.

Current educational thought: contemporary aims, problems and practices in education, with particular reference to secondary education.

School and society: relationship of school to the home and other educational agencies in the community.

EDUCATIONAL PSYCHOLOGY

36. (1) (*a*) *The psychology of adolescence.*—The place of the adolescent in our culture; his physical, social, emotional, and intellectual growth; formal and informal means of assessing individual development in these areas; adapting schooling to individual differences.

(*b*) *The psychology of learning.*—Introduction to the learning process; motivation; various patterns of teacher-leadership; classroom

discipline; the learning of concepts and principles; identification and the acquisition of attitudes; practice and the learning of skills; transfer of training; evaluation of educational achievement.

(*c*) *The psychology of adjustment.*—The mental health of teacher and pupils.

(2) **Guidance.** Basic principles and current practices in guidance.

SCHOOL MANAGEMENT AND LAW

37. Basic problems in the organization and management of a provincial school system and of secondary education.

Ontario law and practice, with particular reference to curriculum, school districts, types of schools, attendance, finance.

Detailed study of the powers and duties of provincial and local authorities, teachers, and others responsible for the conduct of secondary schools.

ENGLISH

38. (1) *Literature.*—The values inherent in the study of good literature on a High School level; the methods of presenting such literary forms as the poem, the drama, the essay, the short story, and the novel; the choosing of suitable textbooks for pupils of different abilities and grades; planning the courses of study for Grades IX to XII; the setting and marking of examination papers; oral and supplementary reading.

(2) *Composition.*—The basic aim in teaching composition; the place and treatment of grammar, rhetoric, logic, syntax, and word study in the teaching of composition; principles to be followed in arranging the courses for Grades IX to XII; studying models; assigning, planning, valuing, and correcting compositions; improving the pupils' oral English; conducting class discussions.

SEMINAR IN ENGLISH

For Type A candidates in English and, in part, English and French, English and Latin, English and German, English and Spanish, and English and History.

39. Methods of presenting the work prescribed for study in Grade XIII during the current year; teaching and discussion of selected topics; the English specialist.

GEOGRAPHY AND HISTORY

40. Place and objectives of Geography and History in the secondary school curriculum; nature of Geography and History as subjects; course of study in the Intermediate and Senior Divisions in Ontario; demonstration and discussion of teaching procedures: planning a course of study; standards and examinations; books and other equipment.

41. SEMINARS IN GEOGRAPHY AND IN HISTORY.

For Type A candidates in Geography and in History.

Teaching and discussion of selected topics from the courses of study in the Senior Division; the role of the specialist teacher.

MATHEMATICS

42. A consideration of:

(*a*) the courses of study, Grade IX to Grade XII,

(*b*) methods of presenting topics in the various courses with special emphasis on the work of the earlier grades and on historical background,

(*c*) computation with numbers obtained from measurement,

(*d*) the use of mathematical models and devices to provide motivation and to illustrate applications of the work in Mathematics.

SEMINAR IN MATHEMATICS

For Type A Candidates in Mathematics and, in part, Mathematics and Physics.

43. Methods of presenting prescribed Grade XIII topics in Trigonometry and Statics, Analytic Geometry and Senior Algebra. The analysis of some of the more difficult problems in Grade XII Geometry is also considered. In Statics, an experimental treatment of the work, as well as problem solving, is emphasized. Consideration is given to examinations in Mathematics, the teaching of the more mature or gifted pupils, historical references, mathematical models and equipment.

SCIENCE

44. *General Science.*—The content and methodology of the courses for Grades IX and X. Emphasis on the use of living specimens in the teaching of biology; other visual aids such as preserved specimens, diagrams, charts, models, photographs, lantern slides, films, microprojectors; laboratory classes; demonstration experiments; pupils' reports; classroom discussion in relation to experimental work.

Physics and Chemistry.—The content and methodology of the prescribed courses for Grades XI and XII. Methods of conducting laboratory classes; demonstration experiments; the care and use of equipment; development (inductively) of the laws of physics and chemistry.

SEMINAR IN SCIENCE

For Type A candidates in Science *or* Physics and Chemistry *or* Physics and Biology *or* Chemistry and Biology and, in part, Mathematics and Physics.

45. Methods of presenting the topics prescribed for study in Grade XIII physics, chemistry, and biology during the current year. The purchase, storing, maintenance and repair of apparatus; the organization of the science programme; science clubs; the keeping of living animals and plants. The seminars in each of physics, chemistry and biology are conducted separately.

SEMINAR IN AGRICULTURE

For Type A Candidates in Agriculture[1]

46. The History of agricultural education in the United States and Canada and particularly in Ontario: developments prior to 1904; developments since 1904; the influence of Departmental regulations, the Ontario Agricultural College, Summer Courses and various organizations in the development of agricultural education; the present regulations of the Department of Education and their relation to the teaching of Agriculture in the elementary and secondary schools and Teachers' Colleges; qualifications of teachers; relations of school boards and teachers; provisions for inspection and reports; elective courses, and vocational agricultural courses in secondary schools.

Equipment and methods; special equipment needed for agricultural topics; arrangement of laboratory and classroom; storage and care of apparatus; preparation of illustrative material and charts; the projection lantern; the moving picture machine; agricultural periodicals, reference books and other sources of information; the school garden, planning and care; beautification of school grounds; home projects and collections; planning of courses; types of lessons; use of illustrative material; correlation of the science subjects in courses in agriculture.

CLASSICS (LATIN AND GREEK)

47. An examination of methods in various aspects of the teaching of Latin and Greek, including: oral reading of prose (Caesar, Livy, Nepos) and poetry (Virgil, Ovid); morphology; grammar and syntax; derivation; audio-visual aids and interest devices; historical background of prescribed authors.

SEMINAR IN CLASSICS

For Type A Candidates in Classics, Latin and Greek, and, in part, Latin and French, and English and Latin.

48. An examination of methods applicable to the prescribed courses in Grade XIII Latin and Greek authors for the current year, involving a

[1]Candidates for the High School Assistant's certificate, Type A, in Agriculture shall take also the Science of the course for the High School Assistant's certificate, Type B.

study of adequate translation and of literary appreciation of the prescribed passages; the philosophy of Horace; the Hexameter, Elegaic, Sapphic and Alcaic metres; Latin continuous prose composition.

FRENCH, GERMAN, SPANISH OR ITALIAN

49. Pronunciation: Study of sounds and their spelling; phonetic symbols; devices for teaching; intonation exercises; dictation; singing.

Course of Studies in Grades IX and X: Introductory lessons, including conversational work for beginners; reading for comprehension; vocabulary building; conversation based on reading; paraphrasing; dictation; functional grammar, stressing the verb and pronoun.

Course of Studies in Grades XI and XII: Methods of conducting reading; increased emphasis placed on writing; grammar; translation from English into the foreign language; supplementary reading; testing.

Illustration of methods in typical lessons.

The course will stress oral practice in the foreign language.

SEMINAR IN MODERN LANGUAGES

For Type A Candidates in French and German *or* Spanish *or* Italian, and in part, Latin and French, English and French *or* German *or* Spanish.

50. In the seminar in Modern Languages, stress will be laid upon methods of presenting the work to be studied in Grade XIII during the current year.

Topics treated will include: Teaching of advanced grammar and prose composition; correction of written work; conducting of reading lessons; sight reading; supplementary reading; free composition; conversation; making of examinations; use of dictionaries and books of reference.

SEMINAR IN HOME ECONOMICS

(For Type A Candidates)

51. The development of Home Economics in Ontario schools. Present trends, values and aims.

Responsibilities of the home economics teacher for curricular and extra-curricular programmes.

Curricula: materials, procedures, content.

Teaching methods and techniques currently applied in this field.

Evaluation: objectives and materials.

The home economics classroom: selection, placement and care of furnishings and equipment.

Records, budgets, regulations.

The above topics will be presented, explored, discussed and demonstrated in regular seminars and accompanying demonstration classes.

PHYSICAL EDUCATION

52. This course is outlined in the Courses of Study for Grades IX-XIII issued by the Ontario Department of Education.

COURSE FOR THE ELEMENTARY TYPE A CERTIFICATE

Theory, Methods and Materials in Health and Physical Education for Grades IX and X.

Practice (for men):

(*a*) Basic Drill; (*b*) Gymnastics; (*c*) Apparatus; (*d*) Games; (*e*) Swimming.

Practice (for women):

(*a*) Fundamental Movements; (*b*) Dance; (*c*) General Activities; (*d*) Games.

SEMINAR IN PHYSICAL EDUCATION

For High School Assistants', Type A Candidates

53. (1) *Physical Education*:

(*a*) Material:

Survey of Material for Grades IX–XIII

Women—Fundamental movements, general activities, dance, games, swimming

Men—Basic drill, gymnastics, apparatus, games, swimming

(*b*) Theory:

(i) Aims, objectives, principles; (ii) Teaching techniques; (iii) Lesson planning; (iv) Programme planning; (v) Evaluation—testing and marking; (vi) Administration of the physical education department.

(2) *Health Education*:

(*a*) Material:

Survey of material for Grades IX–XII

Health practices related to anatomy and physiology;
Body mechanics, first aid, safety
Healthful living, child study (women)

(*b*) Theory:

(i) Aims, objectives; (ii) Teaching techniques; (iii) Lesson planning; (iv) Use of visual aids, textbooks, references, notebooks; (v) Programme planning; (vi) Evaluation.

ART

54. COURSE FOR THE ELEMENTARY CERTIFICATE

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering, Theory and History of Art, Methods of Teaching Art.

SEMINAR IN ART

For High School Assistants', Type A Candidates

55. The seminar in Art will discuss classroom methods and problems relating to the advanced grades. Special emphasis will be given to (*a*) the securing, organizing and use of illustrative source material, such as slides, prints and exhibitions which can be used to interpret and intensify the study of art history and art criticism; (*b*) a more advanced study of the theory, history and practice of art.

VOCAL MUSIC

56. COURSE FOR THE ELEMENTARY TYPE A CERTIFICATE

Sight Singing and Ear Training:

The tonic solfa system; sight reading of songs based on the theory for Grades IX and X; singing of major and minor scales (all forms); writing of simple exercises from dictation; detection of errors in the performance of unison songs.

Voice Training and Song Material:

The adolescent voice; choral singing; practice in tone production, intonation, diction, and breath control; blending of voices in part singing; interpretation; analysis of song material for Grades IX and X.

Conducting:

The conducting patterns of common metres; special problems: attack and release, incomplete bars, expression, use of the left hand.

Rudiments of Music:

Notation (notes, rests, clefs); intervals and their inversion; metre and rhythm; scales (diatonic and chromatic); transposition; musical terms, abbreviations and ornaments.

Music Appreciation:

Teaching of the topics prescribed for Grades IX and X in the Department of Education Course of Study.

Methods:

General principles of music education; analysis of the course for Grades IX and X; voice testing; teaching of rote songs, reading songs, part songs and theory; use of the piano; integration of music with other subjects; the relation of the school orchestra to the vocal programme; elementary scoring and transposition for instruments.

INSTRUMENTAL MUSIC

57. COURSE FOR THE ELEMENTARY TYPE A CERTIFICATE

Sight Singing and Ear Training:

As in Section 56 above.

Technical Training:

Fundamentals of tone production and basic fingering in all families of instruments; playing scales, diatonic and chromatic; simple melodies; reading orchestral scores of elementary range; construction and care of all types of instruments.

Conducting:

The conducting patterns of common metres; special problems of conducting in instrumental groups.

Methods:

General principles of organization and instruction of instrumental classes; special methods of class teaching for strings, band classes, or combined groups.

NOTE: This is a practical course, with the emphasis laid on two essential points, (i) individual mastery of instruments;
(ii) methods of class teaching.

SEMINAR IN VOCAL MUSIC

For High School Assistants', Type A Candidates

58. *Sight Singing and Ear Training:*

Sight reading of songs based on the theory prescribed for Grade XIII; extraneous modulation; singing of major scales from any note in the scale to its octave; singing of intervals contained in the major and minor scales (all forms); writing of exercises in two parts from dictation; recognition of chords listed below for harmony; detection of errors in the performance of more advanced part songs.

Voice Training and Song Material:

Advanced study of topics listed in the Elementary Type A Course through choral works; unaccompanied singing; modern theories of voice training; the teaching of special classes in voice training; selection of song, choral and operatic material for Grade XIII classes, public performances and festivals.

Conducting:

Practice in conducting school choirs, assemblies and operettas: advanced problems; changes of time signature, contrapuntal works, special effects, etc.

Operetta:

The detailed study and preparation of an operetta for public performance.

Music Appreciation:

Teaching of the topics prescribed for Grade XIII; the analysis of selected compositions with special attention to the prescribed works for Grade XIII; use of miniature scores; supplemental reading; evaluation of recordings for school use; use of radio in music appreciation.

Methods:

Modern theories of music education; with application to all the topics listed in the prescribed course for Grade XIII.

SEMINAR IN INSTRUMENTAL MUSIC

For High School Assistants', Type A Candidates

59. *Sight Singing and Ear Training:*

As in Section 58 above.

The Orchestra and Band:

Orchestral playing, organization and conducting; selection of music for Grades IX to XIII class study, for orchestras and bands of Secondary School calibre, and for public performance and festivals.

Conducting:

Practice in conducting school choirs, assemblies and operettas: advanced problems.

Arranging:

Transcription and arranging of selections from piano score for full orchestra or band; transposition for all instruments.

Methods:

Advanced study of topics listed in the Elementary Type A course.

Class instruction of instrumental classes, beginners and advanced classes, with all types of instruments.

60. COURSE FOR THE ELEMENTARY COMMERCIAL CERTIFICATE

(1) Shorthand Theory:

The principles of the Isaac Pitman system; writing continuous matter in approved shorthand forms; transcribing sight passages in continuous shorthand.

(2) Shorthand Practice:

Writing from dictation for ten minutes, in approved Pitman Shorthand, easy material at the rate of sixty words per minute; transcribing of these notes on a typewriter.

(3) Typewriting:

(*a*) Typing for ten minutes at a net rate of thirty words per minute with 1% error or less.

(*b*) Application of typewriting to simple problems in setting up business letters, headings, programmes, invitations, announcements, display work, tabular work.

(4) Bookkeeping:

The study of the various aspects of the fundamental equation, including journalizing, posting and the setting up of the financial statements in trading and non-trading organizations.

(5) Penmanship:

The development of a graceful, legible business writing.

(6) Methods—Minor:

(*a*) Methods of teaching Bookkeeping: instructional material; testing programme; presenting special topics; text books; outlining courses; grading papers.

(*b*) Methods of teaching junior Shorthand and Typewriting:
(i) First year in Shorthand: organization of classes and materials; content of course; division of time for various sections of the work; various methods of approach; testing; the place of theory in junior classes; how and when to introduce transcription.
(ii) First two years in Typewriting: typing room, equipment and supplies; class organization; teacher's preparation; application of general principles to the teaching of typing technique; analysis and prevention of errors; speed development; tests and how to mark them.

61. COURSE FOR THE ELEMENTARY INDUSTRIAL ARTS CERTIFICATE, TYPE A

This course may not be completed in the regular College session but requires a subsequent Summer session before the candidates will be recommended for the certificate.

Draughting: Orthographic projection problems; isometric drawing of rectangular, circular and cylindrical figures; sketching oblique views, geometric drawing; tracing and blue printing.

Woodworking: Nature, structure and characteristics of common woods; the selection and suitability of woods for various purposes; seasoning, defects and grading lumber; cutting out operations, planing, squaring, chiselling and paring; uses of various fastening materials; construction of common joints; various methods of wood finishing and care of brushes; use and care of band saw, variety saw, jig saw and jointer; the wood turning lathe, with elementary turning of single spindle and face plate work; sharpening and care of woodworking tools.

Sheet Metal Work: Laying out patterns, cutting, bending, soldering and rivetting of tin plate and galvanized iron; etching, hammering, planishing and polishing of brass and copper.

Machine Shop Practice: Hand tools and bench work; layout work and elementary machine operations.

Methods of instruction and class organization of the General Shop.

62. COURSE FOR THE ELEMENTARY CERTIFICATE IN HOME ECONOMICS

Principles underlying topics suggested for Grades IX and X, INTERMEDIATE DIVISION. Outline of Course for Experimental Use, 1951, Ontario Department of Education.

Typical classroom procedures.

Acquaintance with suitable source materials.

Contribution of home economics to the school, home, and community.

63. COURSE FOR THE INTERMEDIATE CERTIFICATE IN HOME ECONOMICS

The home economics curriculum: materials, procedures, content.

Fundamental principles, practices, and standards in home and family living.

Problems of organization; methods of teaching; aids to learning; home and classroom equipment. Departmental regulations. Guidance in classroom teaching.

64. SUMMER COURSE FOR THE INTERMEDIATE CERTIFICATE IN HOME ECONOMICS

See Section 81 (2).

65. DICTION AND VOICE PRODUCTION

Students will be given practice in effective reading, speaking, and writing.

66. COURSES FOR CERTIFICATES IN VOCATIONAL EDUCATION AND INDUSTRIAL ARTS

The Ontario Training College for Technical Teachers, established in Hamilton in 1925, was re-organized as a department of the Ontario College of Education, Toronto, on September 1, 1946.

I. Courses for the Interim Vocational certificates, Type B and Type A.

II. Courses for Industrial Arts certificates:

1. The Interim Intermediate certificate.
2. The Interim Specialist certificate.

67. GENERAL CONDITIONS OF ADMISSION

(1) An applicant for admission to the courses referred to above shall make application, not later than August 31st, to the Director of Vocational and Industrial Arts Teacher Education, 371 Bloor Street West, Toronto 5, on a form to be obtained from him, and shall submit with this application, on forms also to be supplied by the Director:

(a) A certificate from the Deputy Registrar-General of Births, Parliament Buildings, Toronto, or an affidavit by one of the parents or other relative, or other person cognizant of the applicant's date of birth.

Age limits:

For the Interim Vocational course, male applicants shall be not less than twenty-three and not more than thirty-five years of age; female applicants shall be not less than twenty-one and not more than thirty-two years of age.

For the Intermediate Industrial Arts course, applicants shall be at least twenty years of age.

For the Specialist Industrial Arts course, applicants shall be not less than twenty-three and not more than thirty-five years of age.

(b) A certificate from a competent authority that he is a British subject or a Declaration of Intention to become a Canadian citizen.[1]

(c) A certificate from a clergyman or other competent authority that he is of good moral character.

(d) A certificate of successful vaccination.

(2) See Section 9 (2).

68. REQUIREMENTS FOR ADMISSION TO THE COURSE FOR INTERIM VOCATIONAL CERTIFICATE, TYPE B

To this course may be admitted Applied Science graduates (engineers) and skilled tradesmen.

(1) Engineers. A candidate shall be the holder of a degree from the faculty of Applied Science of a recognized university, and shall submit statements to prove not less than two years' subsequent experience in the field of his major subject.

(2) Skilled Tradesmen, who are not engineering graduates.

(*a*) Education.

Applicants are required to give evidence of secondary school graduation or the equivalent.

(*b*) Trade Training and Experience.

(i) The training or apprenticeship required shall be that usually demanded for journeyman's qualifications in the trade concerned. Special training obtained in an approved day vocational school will be taken into account in considering the period of training. Applicants should submit statements from the persons or firms under whom they were trained, showing the length of the training period and the nature of the work.

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[1]This is in accordance with a Departmental requirement. See the Department of Education Act 11, (1) (c).

(ii) The experience required shall be several years of wage-earning journeyman trade experience with approved high-grade firms, and shall be such as to show that the applicant is a skilled craftsman, competent in the main branches of the trade, and familiar with its recent developments. The length of the journeyman experience depends upon the nature of the trade. Documentary evidence of experience in the trade in approved shops shall be furnished by the applicant.

69. REQUIREMENTS FOR ADMISSION TO THE COURSE FOR INTERIM VOCATIONAL CERTIFICATE, TYPE A

(1) This course is offered to Applied Science graduates (engineers) who have been graded 66% or higher in their final year and one other year at the university.

(2) Each candidate shall

(*a*) submit evidence of not less than two years of approved wage-earning experience in the field of his major subject,

(*b*) be required to take all the subjects of the course for Type B certificate, and to obtain grading of 66% or more in them,

(*c*) take additional courses in the organization, administration, and supervision of vocational schools, with special reference to the duties and responsibilities of the technical directors, assistant principals and principals.

If his grading in the Type B course (see (2) (*b*)) is not a failure but is less than 66%, he will be recommended for a Type B certificate only.

COURSE FOR INTERIM VOCATIONAL CERTIFICATE, TYPE B

70. PROGRAMME OF STUDIES

The course of training for the Interim Vocational certificate, Type B, consists of two parts:

Part I: Educational Psychology
School Law and Regulations
English
History of Vocational Education
Principles of Teaching and Classroom Management
Technical Subjects: 1. trade analysis,
2. shop plan,
3. equipment list,
4. yearly budget,
5. course of study.

Part II: Observation and Practice-teaching.

71. ORGANIZATION OF COURSE

(1) Every applicant shall be required to pass an examination designed to test his attainments as a skilled worker in the trade concerned. The examination shall be on the fundamental principles, operations, processes and skills of the trade, and shall be in two parts (1) written, (2) practical. In the practical examination he shall be required to show his skill in a performance test.

(2) In general, the course is built upon the experiences of the student-teachers in the practice schools. Observation is emphasized during the early part of the session. Individual and group instruction will be increased until, in the final two weeks, the student-teacher will take charge of the class with no assistance from the teacher.

(3) During alternate weeks in the College, in addition to the programme of studies, the student-teacher is given an assignment to cover his duties in the practice school for the following week. A corresponding bulletin is mailed to the teacher, who reports on the progress of the student at the completion of each week of Practice-teaching.

(4) Where possible, student-teachers are sent at first to technical departments in the smaller composite schools and later to technical schools in the larger centres. The Director and his staff visit the practice schools from time to time to assist in evaluating the students' work.

72. DETAILS OF SUBJECTS

The details of the subjects of the course for the Interim Vocational certificate, Type B, are set out below.

PSYCHOLOGY

An introduction to principles of educational psychology as they apply to the teacher and his pupils. Among topics discussed will be the following: motivation, development and adjustment, school discipline, intelligence and its measurement, the learning process, mental hygiene.

GUIDANCE

Basic principles and current practices in guidance.

SCHOOL LAW AND REGULATIONS

Basic problems in the organization and management of a provincial school system and of secondary education.

Ontario law and practice, with particular reference to curriculum, school districts, attendance and finance of the vocational school.

Detailed study of the powers and duties of provincial and local authorities,

teachers, and others responsible for the conduct of pupils in vocational schools.

ENGLISH

English—both oral and written—a brief review of the main essentials of grammar and composition to enable the shop teacher to avoid the more common errors in the use of words; report writing; public speaking.

HISTORY OF VOCATIONAL EDUCATION

Brief historical sketch to show vocational aspects of educational developments; contributions of the educational reformers, Comenius, Locke, Rousseau, Pestalozzi, Fellenberg, Herbart, Froebel, Spencer; relation of industrial developments to the need for industrial education; development of secondary education, of vocational education; the manual training movement, the mechanics' institute, the farm and trade school, industrial and technical schools, trade schools; part-time, co-operative and apprentice ship classes; the Ontario educational system.

PRINCIPLES OF TEACHING AND CLASSROOM MANAGEMENT

Learning process as applied to practical subjects; formal lesson types; individual differences; individual and group instruction; lesson planning; instruction aid material—sheets, pictures, charts, films, models; organization of instruction material; tests and examinations; records; special shop problems.

TECHNICAL SUBJECTS

(a) Trade Analysis and Course of Study:

Study of the work of the skilled craftsman to determine the teachable content of each trade or calling. Analysis of the trade to determine the skill, and the trade, technical and concomitant knowledges of the skilled worker; selection of instructional materials and arrangement into groups according to learning difficulties; selection of projects to be used to fit the order of the course of study; determination of related mathematics, science, drawing and auxiliary information needed in each project, preparation of course of study; unit courses.

(*b*) Shops Plan, Equipment List, and Annual Budget:

Study of desirable features of shops and classrooms, size, shape, lighting, lay-out; preparation of minimum, and desirable, lists of equipment for the type of shop in which the teacher-in-training will work; design of benches, tables, furniture, selection of tools and machines; approximate prices; preparation of annual budget.

73. COURSES FOR INDUSTRIAL ARTS CERTIFICATES[1]

COURSE FOR THE INTERIM INTERMEDIATE CERTIFICATE

This is a two-year course to provide training for those who contemplate the teaching of Industrial Arts in Public, Separate, Continuation and High Schools. Applicants admitted under condition (*a*) below shall be exempted from attendance during one year of the course.

ADDITIONAL CONDITIONS OF ADMISSION

An applicant shall submit:

(*a*) an Ontario Teaching Certificate

(*b*) a statement indicating successful completion of Part 1 of the Elementary course in Industrial Arts, with a standing of at least 66%.

74. PROGRAMME OF STUDIES

The course of training for the Intermediate certificate in Industrial Arts consists of two parts as follows:

Part I: Activity Analysis and Course of Study
Shopwork—general woodwork, general metalwork, power mechanics, electricity drafting
History of Industrial Arts, Guidance

Part II: Observation and Practice Teaching.

Each student is given at least three weeks in a practice school. His teaching progresses from individual and group instruction to complete charge of routine duties and class instruction. If possible, he is sent to the general shop in (a) a public school, (b) a continuation or high school, and (c) a collegiate institute.

75. DETAILS OF SUBJECTS

ACTIVITY ANALYSIS AND COURSE OF STUDY

See Technical Subjects in Section 70.

SHOP WORK

There are two shops, one of them for Woodwork and Drafting and the other for Metalwork and Power Mechanics.

Woodwork includes such activities as woodturning, cabinet making, building construction, pattern making, wood finishing.

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[1]Every teacher of Industrial Arts in an Elementary School must hold an Elementary-School Teacher's Certificate, in addition to his Industrial Arts Certificate.

Metal work includes bench fitting, machine shop, welding, power mechanics, sheet metal, ornamental metal work, etc.

Courses in drafting and in some crafts are offered.

HISTORY OF INDUSTRIAL ARTS

See History of Vocational Education in Section 72.

GUIDANCE

Basic principles and current practices in guidance.

76. COURSE FOR THE INTERIM SPECIALIST CERTIFICATE[1]

This course is to provide training for those who contemplate teaching Industrial Arts in collegiate institutes.

ADDITIONAL CONDITIONS OF ADMISSION

An applicant shall:

(*a*) Hold an Intermediate certificate in Industrial Arts;

(*b*) Subsequently, have at least one year of successful teaching in the field of Industrial Arts, as verified by the inspector concerned;

(*c*) Show evidence of having passed not less than eight Grade XIII papers, including one in English. It is recommended that the candidate include papers in Mathematics and Science as these subjects are essential to progress in Industrial Arts.

77. PROGRAMME OF STUDIES

The course of training for the Specialist certificate in Industrial Arts consists of two parts as follows:

Part I. Activity Analysis, Course of Study and Shop Management Advanced Shop Work

Part II. Observation and Practice-teaching.

REQUIREMENTS FOR CERTIFICATES IN VOCATIONAL EDUCATION AND IN INDUSTRIAL ARTS

78. EXAMINATIONS AND CERTIFICATES

(1) The final standing of students in attendance in the course for the Interim Vocational Certificate, Type B, or the courses for the Interim Intermediate and Specialist Certificates in Industrial Arts shall be

[1]This certificate may be obtained also in summer courses. See Section 82.

determined by the combined results of the sessional records and the records of the final examinations of Part I and by the results of the records of the Observation and Practice-teaching of Part II, of the course concerned.

(2) The sessional records in each course represent oral and written exercises, practical work, research and frequent tests; and at the close of each term there will be a set of examinations.

(3) A candidate shall pass in each of the subjects listed in the Programme of Studies of the course concerned. The pass standard shall be 50% of the marks assigned to each subject of Part I and 60% of the aggregate of the marks assigned to each of the divisions of Part II. A candidate for the Interim Intermediate Industrial Arts certificate or the Interim Specialist Industrial Arts certificate must pass a performance test before a certificate is issued.[1]

(4) (*a*) A candidate for the Interim Vocational certificate, Type, B who passes in Part II and fails in not more than two subjects of Part I shall be exempted from further attendance.

(*b*) A candidate for the Interim Intermediate certificate in Industrial Arts who passes in Part II and fails in not more than two sections of Shop Work *or* one other subject of Part I shall be exempted from further attendance.

(*c*) A candidate for the Interim Specialist certificate in Industrial Arts who passes in Part II and fails in not more than two sections of Advanced Shop Work of Part I shall be exempted from further attendance.

(*d*) All other candidates who fail to obtain the necessary final standing shall be required to attend another session, beginning after the Christmas vacation.

(*e*) A candidate exempted from attendance, as provided in (*a*)' (*b*) or (*c*) above, may complete his standing for a certificate by rewriting at an annual examination the examination in the subject in which he failed. Examinations will be held at the close of the session at such centres and under such conditions as are set out in Section 15 (3) (*b*).

79. GRADES OF CERTIFICATES

(1) An Interim Vocational certificate, Type B, which qualifies the holder to teach a technical shopwork subject for five years in a vocational or composite school.

(2) A Permanent Ordinary Vocational certificate.

(3) An Interim Vocational certificate, Type A, valid for five years.

(4) A Permanent Vocational Specialist certificate.

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[1]A candidate for the Interim Vocational certificate, either Type B or Type A, must obtain a minimum of 50% in the Trade test.

(5) An Interim Intermediate certificate in Industrial Arts which qualifies the holder to teach shop work for five years in a public, separate, continuation or high school, to the end of Grade X.

(6) A Permanent Intermediate certificate in Industrial Arts.

(7) A Specialist certificate in Industrial Arts, required in Grades XI and XII of a secondary School.

LETTERS OF STANDING

80. (1) Candidates who have fulfilled the requirements for admission to the course leading to the Interim Vocational certificate, Type B, and who are exempted by the Minister of Education from attendance at the Ontario College of Education on account of equivalent training in other provinces of Canada or in other countries of the British Commonwealth of Nations, may be granted a *Letter of Standing* by the Minister valid, for not more than one year from the date of issue, in the corresponding trade subject in a secondary school.

(*a*) Before being granted a *Letter of Standing* an applicant must submit a certificate of physical fitness signed by a medical examiner appointed by the Minister of Education.

(*b*) Before being granted a *Letter of Standing* an applicant must submit a certificate from a competent authority that he is a British subject or a Declaration of Intention to become a Canadian citizen.

(2) On the statement of the Principal that the candidate has taught successfully for one year under the authority of a *Letter of Standing*, he may be recommended by the Inspector concerned for the Interim Vocational certificate, Type B, provided the candidate has been successful in the trade tests for his particular trade subject.

81. HOME ECONOMICS SUMMER COURSES

(1) *Elementary Course*

A summer course leading to the Elementary certificate in Home Economics will be held from July 4, 1960 to August 5, 1960 for candidates who qualify for either Part I or Part II of the course. Applicants who hold an Interim or Permanent Second Class certificate, a First Class certificate, an Elementary-School Teacher's certificate, a High School Assistant's certificate, are eligible to take Part I. Those who have completed Part I successfully will be admitted to Part II.

The fee for each part of the course is $25.00. An Interim Elementary Home Economics certificate will be granted to teachers who successfully complete both Part I and Part II.

(2) *Intermediate Courses*

Two courses leading to the Intermediate certificate in Home Economics will be held during the summer of 1960. Candidates may take one or the other of these courses depending upon their qualifications.

(*a*) Those who hold an Elementary certificate in Home Economics but are not graduates of a university course in Home Economics, may be admitted to either Part I or Part II of the first course. Part I will *not* be offered in 1960 but will be offered in 1961. Part II will be offered from July 4, 1960 to August 5, 1960 but will *not* be offered in 1961.

The fee for each part of the course is $25.00. Applications should be submitted not later than June 1, 1960 to the Secretary, Ontario College of Education, 371 Bloor Street West, Toronto 5.

(*b*) Those who hold Interim or Permanent High School Assistant's certificates, Type B, and who submit evidence of graduation with a standing not lower than 60% in the final year of a university Home Economics course, approved by the Minister of Education, in which for the last two years of the course Home Economics has been a regular subject of study may attend the second course leading to the Intermediate certificate in Home Economics.

This course will correspond, as far as possible, to that offered in the regular session as a supplementary course. However, the course will be offered in the summer only when the number enrolled justifies it. *The course will not be given in the summer of 1960.*

(3) *Type A Course*

A summer course leading to the High School Assistant's certificate, Type A, in Home Economics, will be conducted for holders of Interim or Permanent High School Assistant's certificates, Type B, who submit evidence of the required standing in the university courses approved by the Minister of Education. The course will correspond, as far as possible, to the course for the Type A certificate, in Home Economics, of the regular session.

The course leading to the Type A certificate, Home Economics will be offered in the summer only when the number enrolled justifies it. *The course will not be given in the summer of 1960.*

82. INDUSTRIAL ARTS SUMMER COURSES

(1) *Specialist Course*

Summer courses leading to Specialist certification in Industrial Arts will be held from July 4, 1960 to August 5, 1960. Parts I, II, and III will be offered if enrolment in each part is sufficient.

Requirements for entrance into Part I are: (i) an Intermediate certificate and one year of successful teaching in Industrial Arts; (ii) standing in eight Grade XIII papers; and (iii) above-average grading by the inspector concerned.

For entrance into Part II each candidate shall submit the official record of having completed Part I successfully.

Candidates who wish to apply for entrance to Part III must submit the official records of satisfactory completion of both Part I and Part II.

The fee for each part, to be paid to the Chief Accountant of the University before the opening day of the course, is $25.00.

Applications should be made before June 1, 1960 to the Director of Industrial Arts Teacher Education, Ontario College of Education, 371 Bloor Street West, Toronto 5.

(2) *Intermediate Course*

A special course is offered for Vocational instructors who are teaching Industrial Arts and who desire to acquire Intermediate certificates in this field. The course will consist of two parts of which Part II will be held from July 4, to August 5, 1960.

The fee for each part, to be paid to the Chief Accountant of the University before the opening day of the course, is $25.00.

Application should be made before June 1, 1960 to the Director of Industrial Arts Teacher Education, Ontario College of Education, 371 Bloor Street West, Toronto 5.

83. VOCATIONAL SUMMER COURSES

(1) *Vocational, Type B*

Summer courses leading to the Interim Vocational Certificate, Type B, will be offered from July 4 to August 5, 1960 for holders of High School Assistant certificates who meet Department of Education requirements for vocational certification. Tuition fee is $25.00.

(2) *Provincial Institute of Trades Technical Instructors Course*

The first of three parts will be offered in 1960. Tuition fee $70.00.

(3) *Vocational, Type A*

A summer course leading to the Vocational Certificate, Type A, will be held from July 4, 1960 to August 5, 1960. Parts I and II will be offered.

Requirements for Specialist certification are: (i) a Permanent Ordinary Vocational certificate; (ii) above-average grading by the inspector concerned; (iii) standing in six Grade XIII papers, one of which must be English Composition or approved equivalents.

Each beginning candidate shall produce official evidence of having standing in at least two Grade XIII papers, or equivalents, one of which must be English Composition.

Tuition fee for each part is $40.

(4) The tuition fees of all vocational summer courses shall be paid to the Chief Accountant of the University before the opening day of the course.

Application should be made to the Director of Vocational Teacher Education, Ontario College of Education, 371 Bloor Street West, Toronto 5, before June 1, 1960.

84. COMMERCIAL SUMMER COURSES

Teachers who wish to enroll in any of the following courses should write for application forms to the Secretary, Ontario College of Education, 371 Bloor Street West, Toronto 5, and should submit the completed forms to the Secretary before June 1, 1960. The fee for each summer is $25.00. This fee is to be paid on the day of registration.

(1) *Elementary Courses*

Summer courses leading to the Elementary certificate in Commercial will be held from July 4, 1960 to August 5, 1960 at Ryerson Institute, 50 Gould Street, Toronto for candidates who qualify for Parts I, II or III of the course. Applicants who hold a Second Class or more advanced teaching certificate, or a Letter of Standing are eligible.

Subjects:

(*a*) Part I: Penmanship, Typewriting A, Shorthand A and Bookkeeping A.

(*b*) Part II: Shorthand Theory, Shorthand Practice, Typewriting B and Bookkeeping B.

(*c*) Part III: Minor Methods in Bookkeeping, Minor Methods in Shorthand, Minor Methods in Typewriting, and Penmanship (if not completed in Part I)

(2) *Intermediate Courses*

A summer course leading to the Intermediate certificate in Commercial will be held from July 4, 1960 to August 5, 1960 at Ryerson Institute, 50 Gould Street, Toronto, for candidates who qualify for the course. To this course may be admitted an applicant who holds an Elementary Commercial certificate, or who is completing subjects for the Elementary certificate and whose programme, approved by the principal, permits a start on the work towards the Intermediate certificate.

Subjects:

Office Practice, Business Law, Business Arithmetic, and Business Correspondence.

(3) *Specialist Courses*

Summer courses leading to the Specialist certificate in Commercial will be held from July 4, 1960 to August 5, 1960 at Ryerson Institute, 50 Gould Street, Toronto, for candidates who qualify for Part I or Part II of the course. To this course may be admitted an applicant who is qualified to teach in a high school and who holds the Inttermediate Commercial certificate or who is completing subjects for the Intermediate certificate and whose programme, approved by the principal, permits a start on subjects leading to the Commercial Specialist certificate. In all subjects of the Specialist course, except Business Machines and Methods, extension

courses with the Department of Extension, University of Toronto, must be approved by the principal and completed prior to enrolment in these subjects at the Summer Course.

Subjects:

(*a*) Part I: Economics, Economic History, Accounting Theory, and Business Machines (or Credit in Arithmetic of Investment).

(*b*) Part II: Major Methods in Secretarial Subjects, Organization and Supervision of a Commercial Department, Major Methods in Accounting Subjects and either Accounting Practice *or* Secretarial Practice.

Some credit may be allowed for equivalent courses previously taken if certified statements or transcripts are submitted.

Before the Commercial Specialist certificate is granted, proof of four months' business experience must be submitted to the principal.

(4) *Supplemental Examinations*

Supplemental examinations in all the commercial subjects except the Methods and Business Machines, will be held on June 29–30, 1960 at the Ryerson Institute, 50 Gould Street, Toronto for all those who qualify.

Subject Qualification:

(*a*) Subjects of the Elementary or Intermediate courses for which bulletins through the Extension Department, University of Toronto, have been completed successfully.

(*b*) Subjects of the Elementary or Intermediate courses that have been successfully taught for at least one year within the last two years. This must be certified by a statement from the principal of your school.

(*c*) Subjects of the Elementary or Intermediate courses for which night school work at a high school or university has been completed successfully.

(*d*) Subjects of all courses in which the applicant has failed to obtain second-class honours at university or a Commercial high school.

(*e*) Subjects of all courses in which the applicant has failed to obtain standing at a previous summer course.

For permission to try these supplemental examinations, write to the principal, Professor A. P. Seggie, Ontario College of Education, 371 Bloor Street West, Toronto 5 before June 15, 1960.

The fee for each examination paper is $1.00 and is to be paid on the day of writing the examination.

85. GRADUATE DEGREES IN EDUCATION

The Ontario College of Education offers programmes of study leading to the graduate degrees of Bachelor of Education, Master of Education, Master of Arts, Doctor of Education and Doctor of Philosophy.

For information regarding these programmes see the separate announcement "Courses Leading to Graduate Degrees in Education, 1960-61".

The University of Toronto issues the following official calendars, any one of which may be had on application to the Registrar of the University or to the Secretary of the Faculty, School or Institute about which information is sought.

CALENDARS

Admission Requirements
Admission Scholarships and Bursaries
Faculty of Arts and Science
Faculty of Medicine
  Rehabilitation Medicine
Faculty of Law
Faculty of Applied Science and Engineering
Faculty of Household Science
Ontario College of Education
Library School
Faculty of Forestry
Royal Conservatory of Music
  Faculty of Music
  School of Music
School of Graduate Studies
Faculty of Dentistry
  Dental Hygiene
Faculty of Pharmacy
School of Architecture
School of Physical and Health Education
School of Social Work
School of Nursing
School of Hygiene
Institute of Child Study
School of Business
University Extension—
  General Course (Extension)
  Evening Course in Business

Enquiries about the following institutions affiliated with the University of Toronto, should be addressed directly to the Registrar of the College concerned:

Ontario Agricultural College, Guelph, Ont.
Macdonald Institute, Guelph, Ont.
Ontario Veterinary College, Guelph, Ont.
York University, Toronto 5.

Ontario College of Education

Calendar 1961-1962

University of Toronto

In view of increasing costs of supplies and labour, fees, residence dues and other charges set forth in this calendar are subject to change by the Board of Governors.

UNIVERSITY OF TORONTO

CALENDAR

Ontario College of Education

1961-1962

UNIVERSITY OF TORONTO PRESS
1961

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CALENDAR, 1961–1962

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1961	Initial Eight Weeks Summer Session (High School Assistants')	July 3	Aug. 25
	Completing Eight Weeks Summer Session (High School Assistants')	July 3	Aug. 25
	Regular Eight Weeks Summer Session (High School Assistants')	July 4	Aug. 25
	Summer Session (Type A)	July 4	Aug. 25
	Summer Session (Home Economics, Intermediate Part I)	July 3	Aug. 4
	Summer Session (Home Economics, Intermediate, Part II)	July 3	Aug. 4
	Summer Session (Home Economics, Intermediate, Part III)	July 3	Aug. 4
	Summer Session (Home Economics, Intermediate for University graduates)	July 4	Aug. 11
	Summer Session (Commercial, Intermediate, Part I)	July 3	Aug. 4
	Summer Session (Commercial, Intermediate, Part II)	July 3	Aug. 4
	Summer Session (Commercial, Specialist)	July 3	Aug. 4
	Summer Session (Industrial Arts, Intermediate, Part II)	July 3	Aug. 4
	Summer Session (Industrial Arts, Specialist)	July 3	Aug. 4
	Summer Session (Vocational, Type B)	July 3	Aug. 4
	Summer Session (Vocational, Type A)	July 3	Aug. 4
	Summer Session (Provincial Institute of Trades Technical Instructors Course, Part II)	July 3	Aug. 4
	Summer Session (Education)	July 3	Aug. 12
	Regular Autumn Term	Sept. 19 (9 a.m.)	Dec. 20 (5 p.m.)
1962	Regular Winter Term	Jan. 3 (9 a.m.)	Apr. 19 (5 p.m.)
	Regular Spring Term	Apr. 30 (9 a.m.)	May 28 (5 p.m.)

Dates

1961	Sept.	19	Registration
	Sept.	20	Address by the President to the students of all faculties and schools at 3.45 p.m. in Convocation Hall
	Oct.	9	Thanksgiving Day
	Nov.	11	Remembrance Day Service (Lectures and laboratory classes withdrawn from 10 a.m. to 12 noon)
	Nov.	24	Autumn Convocation 8.30 p.m.
1962	Jan.	1	Last day for accepting applications from extramural candidates
	Jan.	20	Last day for receiving the second instalment of fees
	Apr.	20	Good Friday
	May	7–16	Final Examinations (except for candidates for Intermediate and Specialist Industrial Arts Certificates)
	May	22–25	Final Examinations for candidates for Intermediate and Specialist Industrial Arts Certificates
	May	28–31	University Commencement

ADMINISTRATIVE OFFICERS

The University

President.....C. T. Bissell, M.A., Ph.D., D.Litt., LL.D., F.R.S.C.

Executive Assistant to the President.....J. H. Sword, M.A.
Director of University Extension.....D. C. Williams, M.A., Ph.D.
Chief Librarian.....R. H. Blackburn, M.A., B.L.S., M.S.
Registrar.....R. Ross, M.B.E., M.A.

Vice-President (Administration).....F. R. Stone, B.Com., F.C.A.
Comptroller.....G. L. Court, D.F.C., M.Com., C.A.
Secretary to the Board of Governors.....J. F. Brook
Superintendent of Buildings and Grounds.....F. J. Hastie, B.Sc., P.Eng.
Chief Accountant.....D. J. Reid
Director of Alumni Affairs.....J. C. Evans, B.A.
Director of Information.....K. S. Edey
Director of Development.....R. J. Albrant
Director of Graduate Register.....C. G. M. Grier, E.D., M.A.
Warden of Hart House.....J. McCulley, M.A.

Director of University Health Service
G. E. Wodehouse, M.C., M.D., F.R.C.P.
Assistant Director of University Health Service—Women
Miss F. H. Stewart, B.A., M.D.
Director of Placement Service.....J. K. Bradford, O.B.E., M.A.Sc.
Director of Athletics & Physical Education—Men...W. A. Stevens, B.S.
Director of Athletics & Physical Education—Women..Miss Z. Slack, B.A.
General Secretary-Treasurer of the Students' Administrative Council.....E. A. Macdonald, B.A.
Director of Hart House Theatre.....R. S. Gill, M.A.
Director of the University of Toronto Press.....M. Jeanneret, B.A.

Ontario College of Education

Dean.....B. C. Diltz, M.A., LL.D.
Director of the Department of Educational Research
R. W. B. Jackson, B.A., Ph.D.
Director of Graduate Studies.....C. E. Phillips, B.A., D. Paed.
Director of the Guidance Centre.....M. D. Parmenter, M.A.
Director of Vocational and Industrial Arts Teacher Education
R. D. Phillips, B.Sc., M.Ed., P.Eng.
Supervisor of Practice Teaching.....D. F. Dadson, B.A., B.Ed.
Supervisor of Women Students.....Miss Helen B. St. John, M.A., O.A.
Librarian.....Miss Dorothy A. Thompson, B.A.
Registrar.....Miss A. A. L. Elliott, B.A.

Note.—Communications to the Ontario College of Education should be addressed to the Registrar, Ontario College of Education, 371 Bloor Street W., Toronto 5.

GENERAL INFORMATION

The Ontario College of Education trains candidates for certificates as teachers and in particular for Provincial certificates as teachers in secondary schools. It also offers courses leading to the B.Ed., M.Ed., Ed.D., M.A., and Ph.D. degrees.

The buildings of the Ontario College of Education on Bloor Street contain lecture-rooms, laboratories, and reading-rooms for the accommodation of the students, and model class-rooms for observation and practice-teaching.

While the chief exercises of the Ontario College of Education will be conducted in the buildings on Bloor Street, the students in Education may use the University's library, gymnasium, and athletic fields, and Hart House, under such conditions as obtain with other students. They will also be admitted free to the Royal Ontario Museum, Bloor Street, and to the Toronto Art Gallery, Dundas St., from 9 a.m. to 5 p.m., on presentation of their registration cards.

HOUSING SERVICE

The Students' Administrative Council of the University of Toronto prepares annually a list of rooming houses, flats, apartments and homes. This list may be consulted at the housing office in The Students' Administrative Council building on the University campus. Through this service many opportunities have been afforded students, including those who are married, to obtain lodgings and board in exchange for part-time service.

A list of boarding and rooming houses for students is also prepared by the Ontario College of Education; copies may be obtained on request to the College Registrar.

COURSES AND CERTIFICATES

1. (1) The following courses are offered:

(*a*) Courses for the following certificates (all Interim): High School Assistants', Type B; High School Assistants', Type A;[1] Elementary-School Teachers',[2] Part I of the course for the Intermediate certificate in Art;[4] Part I of the course for the Intermediate certificate in Physical Education;[4] Part I of the course for the Intermediate certificate in Industrial Arts;[3]

[1]See Section 18 (1).

[2]This course may not be completed in the regular College session but requires a subsequent summer session before the candidate will be recommended for the certificate.

[3]This course may not be completed in the regular College session but requires three subsequent summer sessions before the candidate will be recommended for the certificate.

[4]The courses leading to High School Assistants' certificates, Type A, in Physical Education, Art, Instrumental Music and Vocal Music are open only to those who qualify under Section 26.

Part I of the course for the Intermediate certificate in Instrumental Music and in Vocal Music;[1] Part I of the course for the Intermediate certificate in Home Economics; the Intermediate in Home Economics; Part I of the course for the Intermediate certificate in Commercial Subjects; Vocational, Type B; Vocational, Type A; Intermediate in Industrial Arts; Specialist in Industrial Arts.

(*b*) Course for the degree of B. Ed.

(*c*) Courses under the School of Graduate Studies for the degrees of M.A., M.Ed., Ed.D. and Ph.D.

(2) High School Teachers' Certificates.[2]

(*a*) Grades of Certificates:

The following grades of certificates qualify the holders for teaching in High Schools and Collegiate Institutes:

(i) An Interim High School Assistant's certificate, Type B, which qualifies the holder for five years as an Assistant.

(ii) A Permanent High School Assistant's Certificate.

(iii) An Interim High School Assistant's Certificate, Type A, which qualifies the holder for five years as an Assistant.

(iv) A High School Specialist's Certificate which qualifies the holder to be head of a Department.

(*b*) Requirements for the above Certificates:

(i) For an Interim High School Assistant's Certificate, Type B: The completion of the professional course of training for this certificate at the Ontario College of Education.

(ii) For a Permanent High School Assistant's Certificate: The Interim High School Assistant's Certificate, Type B, and two years' successful teaching experience in Ontario in a secondary school or in Grades IX or X of a Public or Separate School.

(iii) For an Interim High School Assistant's Certificate, Type A: The completion of the professional course of training for this certificate at the Ontario College of Education.

(iv) For a High School Specialist's Certificate: An Interim High School Assistant's Certificate, Type A, and two years' successful teaching experience in Ontario in the subject or subjects covered by the Interim High School Assistant's Certificate, Type A.

(*c*) The holders of Interim High School Assistants' Certificates, Type B, or Permanent High School Assistants' Certificates may secure Interim High School Assistants' Certificates, Type A, under the conditions outlined in Section 17 of this calendar.

[1]See footnote 4, p. 9.

[2]For certificates in Vocational Training and in Industrial Arts, see Section 79.

SESSION

2. (1) Enrolment will take place at 9 a.m., Tuesday, September 19. The Autumn Term will end December 20, at 5 p.m., and the Winter Term will begin January 3 at 9 a.m. The Spring Term will begin April 30 and end May 28.

HIGH SCHOOL ASSISTANTS', TYPE B, SUMMER COURSES 1961 and 1962

(2) A summer course for the High School Assistant's certificate, Type B, will be held from July 3, 1961 to August 25, 1961, for candidates who qualified for Temporary Secondary-School Teachers' Certificates on completion of the eight-weeks summer course in 1960, and who are recommended for admission by the Principal and High School Inspector concerned.

(3) (*a*) From July 3, 1961 to August 25, 1961, a summer course will be held at Toronto (Ontario College of Education), at Kingston (Ellis Hall, Queen's University), and at London (H. B. Beal Technical School), leading to a Temporary Secondary-School Certificate. The Certificate shall be valid for the school year 1961–62. The holder of such Certificate may secure a High School Assistant's Certificate, Type B, by attending, on the recommendation of the Principal and High School Inspector concerned, a second summer course from July 3, 1962 to August 24, 1962, and by passing the examinations of that course.

(*b*) A candidate for admission to the course leading to a Temporary Secondary-School Certificate must fulfil all the conditions of admission to the course for the Interim High School Assistant's certificate, Type B (Section 9), and also must submit evidence that he has accepted a contract offered by an Ontario Secondary School Board for the ensuing school year for a position which has been advertised after April 1 and for which no fully qualified applicant is available. Applications should be made to the Registrar, Ontario College of Education, Toronto 5, as soon as the candidate is under contract to teach.

(*c*) No supplementary courses (Section 22) or Type A[1] courses (Section 17) shall be offered in these summer sessions 1961 and 1962, but instruction in teaching the subjects of Grade XIII will be provided for those deemed by the Dean and Council of the College to be capable of profiting by such instruction.

(4) Courses similar to those described in (3) above will be offered in subsequent summers if the enrolment is sufficient to warrant their establishment.

[1]See Section 19 for Type A summer courses.

(5) A summer course for the High School Assistant's certificate, Type B, will be held from July 4, 1961 to August 25, 1961 for candidates who are certificated teachers and hold approved university degrees. For particulars see Section 15(4).

DUTIES OF STUDENTS

3. (1) Regular attendance on the part of candidates for Provincial certificates is indispensable, except for such as are exempt from attendance under the regulations of the Department of Education, and for such as are permitted by the Dean to act, after Christmas, for not more than a total of one week, as substitute teachers in the schools of Ontario.

(2) Students whose class-work shows them to be unduly deficient in scholarship, or whose attendance or progress is unsatisfactory, may be dismissed from attendance by the Council of the College at any time during the session.

(3) On the Dean's report to the Minister of Education as to the physical unfitness of a student for training for a Provincial certificate as a teacher, the Minister may require a special medical examination of such student, and, as a result thereof, may direct that his registration for such training be cancelled.

(4) Various religious, athletic, literary and dramatic associations are formed each session. For professional improvement all students shall share in the activities of the literary and dramatic associations.

FEES

4. (*a*) For Intramural Students:

High School Assistants' Course, Type B, and Vocational Training and Industrial Arts courses.

*Academic Fee	†Incidental Fees	Total Fee (if paid in one instalment)	First Term Instalment due Sept. 22	Second Term Instalment due Jan. 20
		Men		
$200	$53[1]	$253	$153	$103[2]
		Women		
$200	$33[1]	$230	$133	$103[2]

Notes: 1. The Academic Fee (which includes the examination and University Library fees) and the Incidental Fees are to be paid to the UNIVERSITY OF TORONTO. After January 20th, an additional deferred payment fee of $3 per month shall be imposed until the whole amount is paid.

2. A late registration fee of $10.00 will be assessed against any student who registers after the last date for normal registration in his or her faculty or school.

3. There is no additional fee for a High School Assistants' course, Type A, or for a Supplementary course when taken concurrently with the High School Assistants' course, Type B.

(*b*) For Extramural Students:

Fee for the final examinations of the High School Assistants' course, Type B, which includes the fee for the final examinations of the High School Assistants' course, Type A, if taken concurrently..... **$30.00**

Fee for the final examinations of the High School Assistants' course, Type A, if taken in a different Session from the final examinations of the High School Assistants' course, Type B..... **20.00**

Fee for examination in one subject of any course when repeated in a subsequent Session..... **10.00**

*The fee is the same for the Session after Christmas as for the regular College Session.

†These Incidental Fees include the following fees:—

For men—Hart House; Students' Administrative Council; Athletic; Health Service; and Medical Examination for admission to the College.

For women—Students' Administrative Council; Athletic; Health Service; and Medical Examination for admission to the College.

[1]A student who holds an Ontario teaching certificate will pay $49 or $29, as the case may be, because he or she will not be required to take a medical examination.

[2]An additional charge of $3.00 is made for payment of fees in two instalments.

(*c*) For Summer Courses:[1]

Fee for the Initial Eight-Weeks Summer Course (including medical examination)	150.00
Fee for the Completing Eight-Weeks Summer Course	75.00
Fee for the Regular Eight-Weeks Summer Course (including medical examination for non-Ontario teachers)	150.00
Fee for the Type A Eight-Weeks Summer Course	75.00
Fee for the Intermediate Home Economics Summer Courses:	
Intermediate, Part I	25.00
Intermediate, Part II	25.00
Intermediate, Part III	25.00
Intermediate for graduates	75.00
Fee for the Commercial Summer Courses:	
Intermediate, Part I	25.00
Intermediate, Part II	25.00
Specialist	25.00
Supplemental examinations, per subject	5.00
Fee for Industrial Arts Summer Courses:	
Intermediate, Part II	25.00
Specialist, Part I	25.00
Specialist, Part II	25.00
Specialist, Part III	25.00
Fee for Vocational Summer Courses:	
Technical Institute Instructors, Part II	75.00
Type B, for holders of H.S.A., Type B certs	25.00
Type A, Part I	40.00
Type A, Part II	40.00

5. (1) FINAL EXAMINATIONS

No candidate will be permitted to take more than twice any final examination, or part thereof, for any certificate listed in this calendar.

(2) APPEALS

The answer papers of the final examinations of all unsuccessful candidates for Provincial certificates are re-read by the examiners, and the results of the first reading reconsidered before a decision to reject is reached. Despite this fact any unsuccessful candidate may have his case considered a third time if within two weeks after the announcement of the results he lodges with the Minister of Education his appeal, with a statement of the grounds on which it is based, and with a fee of $10.00. The fee will be refunded if the appeal is sustained.

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[1]None of the incidental fees required of students in the regular session shall be required of students in these summer sessions.

6. SCHOLARSHIPS AND PRIZES

NOTE

As the value of an endowed scholarship or prize is dependent on the actual income of the fund, it is possible that the value of certain scholarships and prizes at the time of payment may be less than the amount stated in the calendar.

In those cases where the amount of the award is not payable from income earned on an endowed fund, payment will be dependent on the receipt of the amount of the annual award from the donor.

THE HUGH W. BRYAN MEMORIAL SCHOLARSHIP OF THE ONTARIO SECONDARY SCHOOL TEACHERS' FEDERATION

(1) The Ontario Secondary School Teachers' Federation has founded an annual scholarship of the value of the interest on $2,000 in memory of a former President of the Federation, Dr. Hugh W. Bryan. This scholarship will be awarded by the Bryan Memorial Scholarship Committee of the Federation, at the close of each session and after the receipt of a report from the Council of the College of Education, to the student in regular attendance throughout the session in the High School Assistants' Course who has shown "the most outstanding qualities of scholarship, teaching ability, and character."

THE LAURA L. OCKLEY SCHOLARSHIP IN HOME ECONOMICS

(2) Former students of Miss Laura L. Ockley, who was in charge of the training of Home Economics teachers in the University of Toronto from 1912 to 1943, have founded in her honour an annual scholarship of the value of $100. This scholarship will be awarded at the close of the session to a student in regular attendance in the High School Assistants' course, Type A, in Home Economics, or in the Intermediate Home Economics course, who has shown the most outstanding qualities of "scholarship and teaching ability in Home Economics and leadership in human relations." Awards over a period of years will be made to students of the High School Assistants' courses, Type A, in Home Economics, and of the Intermediate Home Economics course in proportion to the registration in these courses during that period.

THE PAKENHAM MEMORIAL PRIZE

(3) As a memorial to Dr. William Pakenham, Dean of the Ontario College of Education from 1907 to 1934, the teachers of Ontario have founded an annual Memorial Prize of the value of the interest on $1,000. The Prize will be in the form of books stamped with the Coat of Arms of

the University of Toronto, and will be awarded to the student who obtains the highest standing, as reported in the annual returns of the College, in the subjects of Part I of the High School Assistants' course, Type B, and in Practice Teaching.

THE JOHN THOMAS CRAWFORD MEMORIAL SCHOLARSHIP

(4) Mrs. J. T. Crawford has established an annual scholarship of $150.00 in the University of Toronto in memory of her husband, the late Professor John Thomas Crawford.

The scholarship, known as the John Thomas Crawford Memorial Scholarship, will be awarded to the candidate in the honour course in Mathematics and Physics in the University of Toronto who stands highest in the final examinations of the fourth year among those who proceed to the Ontario College of Education. The Scholarship will be paid on the successful completion of the fall term of the College of Education.

If no graduate of the Mathematics and Physics course attends the College the highest qualified candidate from the Physics and Chemistry course or from the Engineering Physics course, taken in that order, will be awarded the scholarship when other conditions are satisfied.

THE DU PONT OF CANADA SCHOLARSHIPS FOR SCIENCE OR MATHEMATICS TEACHERS

(5) The Du Pont Company of Canada Limited offers five grants of $1500 each to be used (1) to help attract competent science or mathematics students into the teaching profession and (2) to encourage science or mathematics teachers presently teaching in secondary schools to improve their competency.

These scholarships may be awarded to (1) a graduate or an undergraduate in an honours course in, or who has majored in, science or mathematics and who agrees to enroll at the Ontario College of Education for the following academic year for training as a secondary school science or mathematics teacher, or to (2) a science or mathematics teacher already teaching in a secondary school and whose ability would be improved by a year's postgraduate work. Awards made for (1) and (2) are increased by $600 if the student or teacher is a married man.

Alternatively the faculty may use one grant of $1500 to award five summer scholarships of $300 each to secondary school teachers for additional training in science or mathematics.

These scholarships are tenable for the academic year 1961–1962 and for the summer of 1961. Detailed information and application forms are available from the Registrar, Ontario College of Education. Completed applications must be submitted to the Secretary not later than April 1, 1961.

THE POLYMER CORPORATION SCHOLARSHIP IN MATHEMATICS AND SCIENCE

(6) The Polymer Corporation Limited of Sarnia, Ontario, has established a scholarship of $750 to promote interest and to increase the supply of teachers qualified to teach mathematics and science in secondary schools.

The scholarship will be awarded to a resident of Ontario who is an Arts or Science graduate of a recognized university, whose degree satisfies Canadian standards or who is a Polymer employee and who graduated within the last five years from a Canadian University. Candidates must be prepared to teach mathematics and/or science in a secondary school upon completion of the qualifying course at the Ontario College of Education.

Application forms are available at the Ontario College of Education, at any recognized Canadian university (c/o Registrar), or by direct request from Polymer Corporation Limited. Application forms must be received not later than April 1, 1961, by the Secretary, Scholarship Committee, Polymer Corporation Limited in Sarnia, Ontario.

THE CONFEDERATION LIFE ASSOCIATION BURSARY IN MATHEMATICS

(7) The Confederation Life Association offers a Bursary of $500 to encourage students to enter the teaching profession to become teachers of mathematics. The award shall be made to a deserving student (or students) by the Council of the Ontario College of Education. Applications shall be made before April 1 to the Registrar, Ontario College of Education.

THE CANADIAN MATHEMATICAL CONGRESS SCHOLARSHIPS

(8) The Canadian Mathematical Congress, the national organization of mathematicians, awards annually scholarships of $300 to honours graduates in mathematics from Ontario universities to aid them in attending the Ontario College of Education as candidates for Type A certificates in mathematics. Two scholarships are allotted to the University of Toronto and one each to Assumption University, Carleton University, McMaster University, Queen's University, University of Ottawa and University of Western Ontario.

The Awards are made by the various universities. Application should be made to the head of the Department of Mathematics at the student's university. Awards of $150 may be made to students who wish to qualify for admission to the Type A course and examinations in mathematics through summer courses. In such cases the award is made for the first summer only.

THE KATHARINE SHERK MEMORIAL FUND

(9) The Ontario Federation of Home and School Associations has set aside a fund of $2500 in honour of a Past President of the Federation, the late Katharine Sherk, to be used to encourage university students to enter the teaching profession.

The Federation has recommended that for each of five years, beginning with the academic year 1958–1959, $500 be offered to a deserving student in the final year of a four-year honours course, or of a three-year course, who attends the Ontario College of Education during a regular session.

Applications shall be made before April 1 to the Registrar, Ontario College of Education.

ZONTA BURSARY—NELLIE LYLE PATTINSON AWARD

(10) The Zonta Club of Toronto offers an annual scholarship of $200 to a student registered in Home Economics in a teacher training institution. The award will be made not later than January the first to an applicant who shows reasonable evidence of need, standing as a superior student and potential ability as a teacher.

ZONTA LOANS

Loans up to $250 will be made to any woman student repayable in eighteen months without interest. Apply to the Librarian of the College of Education.

THE ANNE W. CAMERON MEMORIAL AWARD

(11) The Home Economics Section, Ontario Educational Association, has established scholarships in memory of the late Miss Anne W. Cameron, Inspector of Home Economics, Ontario Department of Education, as follows:

(*a*) An award of $200.00 annually to a graduate from an Honour Course in Home Economics in an Ontario university who attends the Ontario College of Education to obtain a High School Assistant's Certificate, Type A, Home Economics.

(*b*) An award of $100.00 annually to a student enrolled at either the Ontario College of Education or the Toronto Teachers' College in a course leading to the Intermediate Certificate in Home Economics.

These awards will be made on the basis of scholastic achievement prior to entrance to a teacher training institution.

THE TORONTO BOARD OF EDUCATION TEACHING BURSARIES

(12) The Toronto Board of Education offers scholarships to candidates who qualify professionally through the Ontario College of Education special summer courses and who commit themselves legally to teach secondary school in Toronto for a period of five years after qualification.

For further details applicants should write to Mr. J. R. H. Morgan, Superintendent of Secondary Schools, Board of Education, 155 College Street, Toronto.

7. BURSARIES AND LOANS

(1) Dominion-Provincial Student Aid Bursaries may be awarded to students in financial need who are resident in Ontario and who are in attendance at the University of Toronto. Further information may be obtained from the Secretary of the Faculty.

(2) Provincial Student-Aid Loans of the Province of Ontario may be awarded to students in financial need who meet the conditions of the award. Application forms may be obtained from the Registrar, Ontario College of Education.

(3) Loans from the Ontario Secondary School Teachers' Federation are available to students of the winter course. Applications should be made to the Registrar, Ontario College of Education.

8. (1) HART HOUSE

All men students are required to become members of Hart House. The purpose and the conditions of this membership are defined in a bulletin to be distributed at the time of registration.

(2) UNIVERSITY HEALTH SERVICE

Information about this service may be obtained at registration.

COURSE FOR THE HIGH SCHOOL ASSISTANT'S CERTIFICATE, TYPE B[1]

CONDITIONS OF ADMISSION

9. (1) Except as provided in (2) and (3) below, an applicant for admission to the course for an Interim High School Assistant's certificate, Type B, shall make application not later than August 31st, to the Registrar of the Ontario College of Education on an official form to be obtained from the Registrar, and should submit with this application, also on official forms which will be supplied by the Registrar:

(*a*) A certificate of birth. An applicant must be at least 20 years of age before October 1st of the year in which he applies for admission.

(*b*) A certificate from a clergyman or other competent authority that he is of good moral character.

(*c*) A certificate from a competent authority that he is a British subject or a Declaration of Intention to become a Canadian citizen.[2]

(*d*) His transcript in duplicate and certificate of graduation as Bachelor or Master of Arts, Bachelor or Master of Science, Bachelor of Commerce, Bachelor of Science in Agriculture, Bachelor of Applied Science, Bachelor of Household Science, Bachelor of Music,[3] or Bachelor of Physical and Health Education, from a university, after a regular university course, approved by the Minister of Education as to admission requirements and as to content[4] of the undergraduate courses.

(2) Before the final admission, an applicant must submit an Acknowledgement of Preliminary Medical Report signed by a qualified physician on a form obtainable by the applicant from the Registrar of his university, the Ontario College of Education, or the Registrar, Department of Education.

Each applicant will be required before or during the course to pass a physical examination conducted by a medical examiner appointed for the purpose. A recommendation of exclusion will be made in cases of (1) a disease such as recent active tuberculosis or other communicable infection that might endanger the health of pupils, (2) a severe defect of vision, hearing, or speech; epilepsy except as noted in the next paragraph; serious and repeated or recent mental illness; or a marked cosmetic or orthopedic defect including dwarfism and gross obesity, (3) a disease such as severe

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[1]In all cases certificates referred to are Interim, not Permanent.

[2]This is in accordance with a Departmental requirement. See the Department of Education Act, 1954, Section 11 (i)(c).

[3]This refers to the degree in the course in Music Education of the University of Toronto introduced in 1946 and revised in 1960.

[4]The university course should include a sufficient number of credits in at least three subjects that provide background for secondary school teaching.

heart disease, uncontrollable diabetes, etc., that would likely interfere with the performance of the usual duties of a teacher.

Where the medical report discloses conditions that may not, at the time, warrant exclusion but that may in future interfere with the person's teaching career, the student will be permitted to continue his course, provided that he signs a Consent Form waiving disability privileges under the Teachers' Superannuation Act. Acceptance with such a waiver may be recommended in the following cases: when there is a history of mental illness; when there is a history of tuberculosis (with evidence of inactivity); most cases of diabetes; heart disease without much disability; epilepsy, of moderate degree and well controlled by moderate amounts of medication; overweight; other conditions such as would increase the risk for insurance purposes.

If an applicant has reason to think that he might not pass the medical examination, he may apply for an advance medical examination about three months before the beginning of the course he proposes to attend, by writing to the Deputy Minister of Education requesting this privilege, and by remitting with the request the medical examination fee of $3.75 made payable to The Treasurer, Province of Ontario.

(3) No candidate will be admitted whose teaching certificate has been cancelled or suspended.

(4) Should a candidate for admission give evidence of his inability to speak English fluently enough to conduct a class in an Ontario secondary school, or should he for any other reason appear to be a poor prospect for the teaching profession, he may be asked to meet an Advisory Committee appointed by the Dean. On the recommendation of this Committee the candidate may be refused final admission.

(5) If an applicant, resident in Ontario, is rejected because of a medical examination, or a decision of the Advisory Committee appointed by the Dean, the applicant's fee will be refunded and the actual cost of transportation from the Ontario College of Education to the applicant's home will be paid by the College.

(6) An applicant for admission to this course who is not a candidate for the certificate of the Ontario Department of Education must comply with such conditions of admission as the Council of the Ontario College of Education may determine.

10. TEXT-BOOKS

The text-books for the academic work are those prescribed for the High Schools of Ontario in each subject of the student's course.

For Observation and Practice-teaching students should supply themselves with copies of all necessary school text-books.

11. PROGRAMME OF STUDIES

(1) The course of training for the Interim High School Assistant's certificate, Type B, consists of two parts as follows:

Part I: (*a*) General professional courses, including History and Philosophy of Education, Educational Psychology, and School Management and Law.
(b) Courses in the principles and procedures of teaching any *three* [1,2,3,4,5,6] of the following:

English
History
Geography
Mathematics
Science
Latin
French
German
Greek
Spanish
Italian
Russian

Part II: Observation and Practice Teaching.

(2) Students in attendance in the High School Assistants' course, Type B, may take also, if they possess the required qualifications, a High School Assistant's course, Type A, and a Supplementary course.

(3) Diction and Voice Production

Oral proficiency in English is expected of all students. Throughout the session lectures on Diction and Voice Production mentioned in Section 65 will be given. In these classes students will be given practice in effective

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[1]Candidates for High School Assistants' certificates, Type A, as defined in section 18 (1), in selecting their subjects from (*b*) above, must include the corresponding subject or subjects of the High School Assistants' course, Type A.

[2]German, Spanish, Greek, Russian and Italian may be chosen only by candidates for the High School Assistants' certificates, Type A, except by permission of the Dean.

[3]Candidates should not choose French unless they have oral proficiency in the language, and have a thorough knowledge of phonetics, French grammar, and syntax.

[4]Candidates should not choose Science without having taken university courses in Science.

[5]When English is combined with Mathematics and Science, the emphasis in the English course will be upon language and composition.

[6]Graduates of a four years' honours course in Music leading to Type A candidacy may consider Music as an optional subject when selecting courses in methods of teaching.

reading, speaking and writing. Students requiring speech correction may be withdrawn by the Dean from their supplementary courses for this remedial work.

ORGANIZATION OF COURSE

12. (1) Instruction in the various teaching procedures best suited to the subjects of the High School courses will be based on a study of the academic content of each subject with a view to determining the quality of the student's scholarship and ability to apply appropriate principles.

(2) The following introductory work will be taken up at the beginning of the session:

(*a*) A brief course in the General Method of the Recitation as a preliminary to Observation and Practice-teaching.

(*b*) Supervised Observation and Practice lessons in secondary school grades. Students will be notified of the subject and scope of each Observation lesson, and should prepare the lesson beforehand. After observing the lesson they will discuss it with the teacher or lecturer concerned.

(3) The introductory course defined in (2) above will be followed by systematic Observation and Practice-teaching, under the general supervision of the lecturers in the Ontario College of Education.

Exclusive of the introductory work, the programme of instruction will include for each student at least 25 full days of Observation and Practice-teaching. This number may be increased to meet the needs of individual students.

(4) (*a*) The Observation and Practice-teaching for each student will be arranged to represent as far as practicable the work in all grades of the secondary schools.

(*b*) From time to time, throughout the College session, students will be excused from the regular College exercises, and will be assigned to approved practice-schools for continuous periods of Observation and Practice-teaching. For part of each of these periods of continuous practical work the student will be wholly responsible for the management of his class.

(5) Students will be notified of the subject and the scope of each Practice-teaching lesson required and shall prepare a plan of each Practice-teaching lesson for submission to the teacher.

(6) (*a*) The lecturers of the Ontario College of Education will develop the details of their subjects in the teaching order, and, after each suitable step, model lessons will be taught in special classes and in the practice schools.

(*b*) From time to time, the lecturers of the Ontario College of Education will be present at the Observation lessons and Practice-teaching of the students and will join in the criticism and valuation of their work.

EXAMINATIONS

13. (1) The final standing of students in attendance will be determined by the combined results of the sessional records and the records of the final examinations in the subjects of Part I, and by the results of the records of the Observation and Practice-teaching of Part II.

(2) The sessional records represent oral and written exercises, practical work, practice in making examination papers, and in valuing the answer-papers of pupils, and written examinations which will test in particular the academic scholarship of the candidates.

(3) At the final examinations in Part I, each paper in the academic subjects will contain questions in methodology, which will test also the candidate's academic knowledge and, if his sessional records and his answers to these questions show that his academic knowledge is defective, he will be rejected on this ground alone.

(4) No student in Science or in Modern Languages will be recommended for a certificate who is not awarded 50% of the marks assigned to laboratory practice in Science or to the oral practice in the Languages.

(5) The maximum marks assigned to each subject in Part I will be 100. In all subjects a maximum of 40% of the marks will be assigned to the sessional records and 60% to the final written examinations.

(6) A maximum of 800 marks will be assigned to Practice-teaching and of 300 to Observation. The standing of the student in Observation and in Practice-teaching will be based upon his sessional records in the lessons following those which form part of the introductory courses.

CERTIFICATES[1]

INTRAMURAL CANDIDATES

14. (1) A student who obtains 50% of the marks in each of the required subjects of Part I and 60% of the aggregate of the marks in each of the divisions of Part II, may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim High School Assistant's certificate, Type B.

(2) A student who passes in Part II and fails in not more than two of the required subjects of Part I, of which only one may be a course in methods of teaching, will be exempted from further attendance.

(3) All other students who have failed to obtain the necessary final standing shall be required to attend another regular session, or the two special eight weeks summer courses leading to the High School Assistant's certificate, Type B.

[1]In all cases certificates referred to are Interim, not Permanent.

(4) A teacher who has obtained standing in approved university courses to a total of 15 credits in one of the secondary school subjects, or standing to a total of 24 credits in two subjects, may apply to the Registrar of the Ontario College of Education to have his certificate endorsed after a year of successful teaching experience under the authority of a High School Assistant's certificate. Endorsement applies only when the teacher has been inspected in the subject(s) of his concentration. This regulation will apply to all Type B certificates issued in 1962 and thereafter.

EXTRAMURAL CANDIDATES

15. (1) (*a*) Candidates who are exempted from attendance at the Ontario College of Education, as provided in Section 15 (1) (*c*), may complete their standing for a certificate by re-writing, at an annual examination, the examination in the subject in which they failed.

(*b*) Candidates who failed at an examination under former Regulations and who were exempted from subsequent attendance at the Ontario College of Education shall take, not later than a date determined in each case by the Minister of Education, the final examination papers as prescribed herein but their standing shall be determined in the subjects as constituted under the regulations in force when they first wrote.

(*c*) Candidates who have been exempted by the Minister of Education from attendance at the Ontario College of Education because they hold Permanent Elementary-School (or First Class) certificates issued on the completion of a second session of attendance at a Provincial Teachers' College, or because they hold Permanent Elementary-School (or First Class) certificates and for at least the last two years of their teaching experience have been graded better than "Average" by the Inspectors on the Teachers' Record Cards or who hold Permanent Vocational certificates[1] and who are required to write the final examinations of the Ontario College of Education shall present to the College, on or before January 1st[2] of the year in which they write the final examinations of the High School Assistants' course, Type B, evidence of graduation as required by Section 9 (1) (*d*)[3]; they shall take the prescribed final examinations in the subjects of Part I, and shall also satisfy the examiners that they are competent to teach efficiently the subjects of the High School courses *either* by undergoing practical tests *or* by submitting statements from Inspectors of Public, Separate, or Continuation Schools that they

[1]Holders of Permanent Vocational certificates must take teaching tests.

[2]This applies to extramural candidates for any certificate listed in the calendar.

[3]From candidates exempted from attendance by the Minister, the College will accept in lieu of the actual certificate of graduation, an official statement from the candidate's university that the candidate has completed the work for the degree on or before January 1st of the year in which he presents himself to write the final examinations of the College, and that he will receive the degree at the next regular Convocation of his university.

have taught successfully, for at least two years, Ontario school courses of a grade not lower than Grade V of the Public or Separate School courses.[1]

(2) The pass standard for candidates exempt from attendance shall be the same as that for candidates in attendance, as per Section 14 (1), but no allowance shall be made for sessional work, if any, in the case of candidates not in attendance.

(3) (*a*) Candidates exempt from attendance at the Ontario College of Education under (1) (*c*) above or (4) (*a*) below shall take their practical tests in Part II at such times during the session as may be agreed upon with the examiners, but not later than May 1st. They shall take their examinations in the subjects of Part I at one annual examination at the close of the session on dates to be determined by the examiners.

(*b*) Candidates exempt from attendance may take their written examinations in Part I at the Ontario College of Education, Toronto, or at one of the Provincial Teachers' Colleges outside of Toronto or, in the case of candidates who live in Provincial Districts, at approved local centres where inspectors of schools are available as presiding officers.

(*c*) Candidates exempt from attendance shall take their practical tests at the Ontario College of Education, Toronto, or, in special cases, at local centres under the supervision of the visiting Provincial Inspector. The conditions that determine these cases may be learned from the Ontario College of Education on application at the beginning of the session. Since the practical tests are final examinations, the results will be released at the same time as the results of the final written examinations.

(4) (*a*) Candidates who have fulfilled the requirements for admission to the High School Assistants' course, Type B, and (i) who hold Ontario Elementary-School Teacher's (or First Class) certificates or (ii) who hold Ontario Vocational certificates or (iii) who have had equivalent training in a country outside the Commonwealth, shall be exempted from attendance at a Regular session of the Ontario College of Education but shall attend the Regular Eight Weeks summer course for a High School Assistants' certificate, Type B.

(*b*) A candidate who has been duly admitted to the Summer Session for the High School Assistant's certificate, Type B, who attends throughout the session, and who successfully passes the examinations at the close of the session, may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim High School Assistant's certificate, Type B.

(*c*) Candidates who have attended the Summer Course or have been exempted from attendance under (1) (*c*) above, and who fail in

[1]A candidate who has been exempted from attendance may, if he prefers, be admitted to the Summer Course [See Section 15 (4) (*a*)], provided that he has not written final examinations of the regular College session in May, 1961.

one or more of the various tests prescribed for an Interim High School Assistant's certificate, Type B, may complete their standing for said certificate under the following conditions: (i) candidates who fail in the practical test in teaching shall be admitted to a second test in a subsequent College Session; (ii) candidates who fail in more than two subjects of Part I shall rewrite at one annual examination of the College Session the examinations in all prescribed subjects of Part I; (iii) Candidates who fail in not more than two subjects of Part I (of which only one may be a course in methods of teaching) may re-write at an annual examination of the College Session, the examination, or examinations, in the subject, or subjects, in which they failed; (iv) candidates who do not pass the final examinations of the Summer Session will be required to take the final examinations of the regular College Session within three years of having attended a Summer Session in this course, or must re-attend the Summer Session in order to be eligible for admission to the examinations for a High School Assistant's certificate, Type B.[1]

(*d*) Other candidates who hold an Ontario Elementary School Teacher's (or First Class) certificate with the academic standing required for admission to the High School Assistants' course, Type B, shall be exempted from attendance during the Autumn term[2]; but shall take all sessional tests held in the Winter and Spring terms and all the final examinations prescribed for Part I and shall also satisfy the examiners by practical tests that they are able to teach the subjects of the secondary school courses.

LETTERS OF STANDING

16. (1) Candidates who have fulfilled the requirements for admission to the Course leading to the High School Assistant's certificate, Type B, and who are exempted by the Minister of Education from attendance at the Ontario College of Education on account of equivalent training[3] in other provinces of Canada or in other countries of the British Commonwealth of Nations, may be granted a *Letter of Standing* by the Minister valid, for not more than one year from the date of issue, in a secondary school, or in Grades IX and X of an elementary school.

(*a*) Before being granted a *Letter of Standing* an applicant must submit a certificate of physical fitness signed by a medical examiner appointed by the Minister of Education.

(*b*) Before being granted a *Letter of Standing* an applicant must submit a certificate from a competent authority that he is a British subject or a Declaration of Intention to become a Canadian citizen.

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[1]See Section 2 (5) (*b*).

[2]Application for admission to the College at the beginning of the second term in January should be made not later than December 1st. Enrolment in January may be limited according to the available accommodation.

[3]"Equivalent" means a full course in methods and practice in the teaching of at least two academic subjects.

(2) On the statement of the Principal that the candidate has taught successfully for one year under the authority of a *Letter of Standing*, he may be recommended by the Inspector concerned for the High School Assistant's certificate, Type B.

COURSES FOR HIGH SCHOOL ASSISTANTS' CERTIFICATES, TYPE A[1]

CONDITIONS OF ADMISSION

17. (1) Applicants for admission to the courses for High School Assistants' certificates, Type A, or to the final examinations for said certificates,[2] shall also be applicants for admission to the course for the High School Assistant's certificate, Type B, or shall be applicants for admission to the examinations therefor without attendance throughout the session, or shall already hold High School Assistants' certificates. No candidate will be awarded a High School Assistant's certificate, Type A, or receive credit towards said certificate *before* he has been awarded a High School Assistant's certificate, Type B.

(2) A candidate for a High School Assistant's certificate, Type A, who is also a candidate for admission to the course for a High School Assistant's certificate, Type B, shall comply with the conditions for admission prescribed for candidates for the High School Assistant's certificate, Type B, and shall submit evidence of the required standing in the final or graduation courses approved by the Minister of Education.[3]

(3) The applicant whose standing is below 66% but not lower than 60% in these approved courses will be admitted to the final examinations leading to the High School Assistant's certificate, Type A, on submitting evidence from the Principal and High School Inspector of at least five years' teaching experience in the subject, or subjects, of his special field of study, at least two years of which must have been in Grades XII or XIII and graded above average, in a secondary school of Ontario subsequent to obtaining the academic standing referred to above. The initial inquiry should be addressed to the Registrar of the Ontario College of Education.

COURSES

18. (1) Courses will be offered for Interim High School Assistants' certificates, Type A, in Agriculture, Classics, English, English and French, English and German, English and Latin, English and Spanish, English and

[1]In all cases certificates referred to are Interim, not Permanent.

[2]See footnote 1, p. 26.

[3]For information regarding the alternative plan for admission to Type A courses, communicate with the Registrar, Ontario College of Education.

History, Geography, History, French Language and Literature,[1] French and German, French and Italian, French and Spanish, French and Russian, Latin and French, Latin and Greek, Latin and Italian, Mathematics, Mathematics and Physics, Science, Physics and Chemistry, Physics and Biology, Chemistry and Biology, and Home Economics.

(2) Courses will also be offered leading to High School Assistants' certificates, Type A, in Physical Education, Art, Instrumental Music, and Vocal Music, under the conditions defined in Section 26.

(3) Each Type A course shall consist of at least the equivalent of two seminar-periods per week throughout the Session and of special Observation and Practice-teaching in the subjects in which the candidate is an applicant for a High School Assistant's certificate, Type A.

19. *Type A Seminars*

(1) A special summer course of eight weeks, beginning on July 4, 1961, will be offered at Toronto only to provide the opportunity for teachers who hold a Permanent High School Assistant's certificate or an Interim High School Assistant's certificate, Type B, and who possess the necessary academic qualifications, to obtain an Interim High School Assistant's certificate, Type A.

(2) Professional courses leading to the Type A certificate in one of the following special fields of scholarship will be offered:

Classics	History
English	Latin and French
English and French	Latin and Greek
English and German	Mathematics
English and Latin	Mathematics and Physics
English and Spanish	Science
English and History	Physics and Chemistry
French and German	Physics and Biology
French and Spanish	Chemistry and Biology
Geography	Home Economics

(3) Applicants must be recommended in their special fields of scholarship and teaching by the secondary school inspector concerned. If it should prove necessary, an equitable limitation of the enrolment may be made. Preference will be given to teachers holding the Permanent High School Assistant's certificate.

(4) Applications for enrolment must be made to the Deputy Minister of Education by March 31. Blank application forms for these *Type A*

[1]Candidates whose native tongue is French must, in addition to the above, obtain an acceptable number of university credits in English. Candidates whose native tongue is English must attend for at least one academic year a university in which the culture and environment is predominantly French. This certificate is to be granted only to candidates who are fluent in both French and English.

Seminars may be obtained from either the Registrar, Ontario College of Education, or the Deputy Minister.

TEXT-BOOKS

20. (1) Students in the courses for High School Assistants' certificates, Type A, shall supply themselves with such text-books as may be recommended by the instructors.

EXAMINATIONS

(2) Subject to the condition that no student may be awarded a High School Assistant's certificate, Type A, who does not already hold or is not also awarded a High School Assistant's certificate, Type B, the final standing of students in attendance in the High School Assistants' courses, Type A, will be determined by the records of the Practice-teaching in the department or subject concerned, and by the combined results of the sessional records and the records of the final examinations in the same department or subject. The sessional records represent oral and written exercises, practical work, practice in preparing examination papers, and in valuing the answer-papers of pupils, and such term work as the instructors may prescribe. The records of the final examinations will be based upon two examination papers taken in each department at the close of the session. The maximum marks represented in the Practice-teaching will be 100; in the sessional records 40; and in the final written examinations of the department or subject 60.

(3) The final standing of students not in attendance will be determined by the final written examinations and by teaching in the department concerned. For this purpose the maximum of marks in each case will be 100

CERTIFICATES[1]

21. (1) On the recommendation of the examiners the Minister of Education may grant the High School Assistants' certificates, Type A, referred to in Section 18 to students in attendance who have fulfilled the conditions of the course for the High School Assistant's certificate, Type B, and in their High School Assistants' course, Type A, have obtained (*a*) 66% of the aggregate of marks represented in the sessional records and the records of the final examinations and (*b*) 66% of the marks assigned to the Practice-teaching.

(2) On the recommendation of the examiners the Minister of Education may grant the High School Assistants' certificates, Type A, of Section 18 (1) to students exempt from attendance who hold or are awarded High School Assistants' certificates, who are duly qualified for admission to a

[1]In all cases certificates referred to are Interim, not Permanent.

High School Assistants' course, Type A, and who obtain 66% of the marks assigned to the written examinations and to the practical test, respectively, in the High School Assistants' course, Type A, concerned.

(3) Students who are awarded High School Assistants' certificates, Type A, in Home Economics under (1) and (2) above and who hold or obtain Elementary-School teacher's (or First Class) or Second Class certificates are qualified to teach in the Home Economics departments of Public and Separate Schools.

(4) (*a*) For students not in attendance the written examinations in the courses for High School Assistants' certificates, Type A, of Section 18 (1) will be held at the close of the session at such centres and under such conditions as are set out in Section 15 (3).

(*b*) For students not in attendance the practical examinations will be held at the Ontario College of Education, Toronto, or at local centres as prescribed in Section 15.

SUPPLEMENTARY COURSES[1]

22. Students in attendance in the High School Assistants' course, Type B, may take also *one*[2] of the following Supplementary courses:

I. Course for Part I of the Intermediate Physical Education certificate.[5]
II. Course for Part I of the Intermediate Art certificate.[5]
III. Course for Part I of the Intermediate Vocal Music certificate.[5]
IV. Course for Part I of the Intermediate Instrumental Music certificate.[5]
V. Course for Part I of the Intermediate Commercial certificate.[3,4,5]
VI. Course for Part I of the Intermediate Industrial Arts certificate.[5]
VII. Course for Part I and Part II of the Intermediate certificate in Home Economics.

[1]Students taking the High School Assistants' courses, Type A in Physical Education, Art, Vocal Music, Instrumental Music, or Home Economics are responsible for Part I of the Intermediate course, or in the case of Home Economics the Intermediate course, in these subjects and may not take a supplementary course in another field.

[2]Any student may, with the approval of the instructor, take Part I of the Intermediate courses in both Vocal Music and Instrumental Music.

[3]A supplementary course for beginners in Bookkeeping, Shorthand, Typewriting, and Penmanship is open to any one not taking a Type A course who wishes to commence the study of these subjects with the intention of continuing in commercial education.

[4]The Supplementary course leading to the Elementary-School Teacher's certificate may not be completed in the regular College session, but requires one subsequent Summer session before the candidate will be recommended for the certificate.

[5]These certificates may be completed in Summer sessions.

VIII. Course for the Intermediate Home Economics certificate.[1]
IX. Course for Part I of the Intermediate School Librarianship certificate.[2]
X. Course for the Theatre Arts certificate.
XI. Course for Part I of the Elementary-School Teachers' certificate.[3]

Within one month of the beginning of the above Supplementary courses, the student shall satisfy the instructor of the Supplementary course he has chosen that he is adapted to the study of the course, or his registration in the Supplementary course shall be cancelled.

23. (1) The subjects of supplementary courses I–XI shall be those set forth in Sections 52–63 and 31, respectively. Observation and Practice-teaching are obligatory in each of these supplementary courses.

(2) Students in supplementary courses I–XI shall supply themselves with such text-books and equipment as may be recommended.

EXAMINATIONS OF SUPPLEMENTARY COURSES I–X[4]

24. (1) PHYSICAL EDUCATION:

Practical Tests:

FOR WOMEN: Fundamental Movements, Dance, General Activities, Games.

FOR MEN: Basic Drill, Gymnastics, Apparatus, Games, Swimming.

Fifty per cent of the marks in each of the practical tests shall be assigned to the sessional and fifty per cent to the final tests.

Written Examination:

Theory, Methods and Materials.

(2) ART:

Practical Tests:

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering.

Written Examinations:

Theory and History of Art, Methods of Teaching Art.

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[1]Admission to this course is restricted to students who submit evidence of graduation, with a standing not lower than 60% in the Home Economics of the final year from a University course approved by the Minister of Education.

[2]Part II may not be taken in the Summer immediately following a Regular Winter Session.

[3]See footnote 4, p. 31.

[4]See Section 32 for Course XI.

(3) VOCAL MUSIC:

Practical Tests:

Sight Singing and Ear Training, Voice Training and Song Material, Conducting.

Written Examinations:

Rudiments of Music, Music Appreciation, Methods.

(4) INSTRUMENTAL MUSIC:

Practical Tests:

Sight Singing and Ear Training, Technical Training, Conducting.

Written Examination:

Methods.

(5) COMMERCIAL SUBJECTS:

Practical Tests:

Shorthand Practice, Typewriting, Penmanship.

Written Examinations:

Shorthand Theory, Bookkeeping, Methods.

(6) INDUSTRIAL ARTS:

Practical Tests:

Draughting, Woodworking, Sheet Metal Work, Machine Shop Practice.

Written Examination:

Methods of instruction and class organization of the General Shop.

(7) HOME ECONOMICS—Part I of the INTERMEDIATE COURSE:

Term Work:

Food and Nutrition; Clothing and textiles.

Written Examinations:

Theory and Methods, Grades IX and X, Parts I and II.

(8) HOME ECONOMICS—INTERMEDIATE COURSE:

Term Work:

Meal Management; Care of the Home and Family; Clothing—Selection, Construction and Care.

Written Examinations:

Theory and Methods. Parts I and II.

(9) SCHOOL LIBRARIANSHIP

Practical Tests:

Classification; Cataloguing; Reference Work; Book Selection; School Library Administration.

Written Examination:

School Librarianship.

(10) THEATRE ARTS

Practical Tests:

Play Production and Direction, Oral Reading, Oral Composition, Group Discussion.

Written Examinations:

Methods of Teaching Theatre Arts.

(Voice Production, Diction, Oral Reading, Public Speaking, Role Playing, Memory Work.)

CERTIFICATES FOR SUPPLEMENTARY COURSES I–X[1,2]

25. (1) On the recommendation of the examiners the Minister of Education may grant Part I of an Intermediate certificate in Art, Commercial Subjects, Physical Education, Vocal Music, Instrumental Music, or Industrial Arts[3] or Part I and Part II of an Intermediate certificate in Home Economics[4] or an Intermediate certificate in Home Economics, or Part I of an Intermediate certificate in School Librarianship, or a certificate in Theatre Arts, as the case may be, to a student in the course for a High School Assistant's certificate, Type B, provided that the said student is awarded a High School Assistant's certificate, Type B, and obtains a minimum of 60% of the marks assigned to practice-teaching and (*a*) in Commercial subjects a minimum of 50% of the marks assigned to each subject, or (*b*) in the other supplementary courses listed above a minimum of 60% of the marks assigned to each subject of the written examinations and practical tests.

No student will be recommended for a certificate or for standing in Art or Physical Education or Vocal Music or Instrumental Music or Industrial Arts or Home Economics or Commercial Subjects or School Librarianship or Theatre Arts whose attendance or progress in any part of the course has been reported as unsatisfactory.

(2) The Dean will investigate the claims of the candidates for Part I of the Intermediate certificate in Physical Education who report themselves as unable for physical reasons to take the course in swimming,

[1]See Section 33 for Course XI.
[2]In all cases certificates referred to are Interim, not Permanent.
[3]Part I of Four Parts.
[4]Part I and Part II of Four Parts.

provided that such claims are presented to the instructor on a form and after a manner defined by the Minister of Education. Candidates who are exempted by medical certificate from the course in swimming and candidates who have failed to obtain pass standing in the course in swimming may be awarded Part I of the Intermediate Physical Education certificate endorsed "not including swimming".

(3) On the recommendation of the examiners, the Minister of Education may permit candidates in the supplementary courses I–X who have been awarded High School Assistants' certificates, Type B, and have obtained a minimum of 60% of the marks assigned to practice-teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

(i) In Physical Education or Industrial Arts or Home Economics, candidates who fail in the written examination, but pass in all the subjects of the practical tests may complete their standing by passing in the written examination at a subsequent examination without further attendance; candidates who pass in the written examination but fail in one or more of the subjects of the practical tests may complete their standing by passing in the subjects concerned at a subsequent Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(ii) In Art or Vocal Music or Instrumental Music, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests such candidates must try the tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(iii) In the Commercial course, candidates will be allowed credit towards Part I of the Intermediate certificate in the subject or subjects in which they are successful.

(iv) Failure to secure standing in the practical tests in Theatre Arts or School Librarianship means that a certificate cannot be awarded. Since these courses are not offered in the Summer, supplementary examinations are not available. If candidates fail to obtain standing in the written tests, they may rewrite at a subsequent annual examination.

COURSES FOR THE HIGH SCHOOL ASSISTANTS' TYPE A CERTIFICATES IN PHYSICAL EDUCATION, ART, VOCAL MUSIC, AND INSTRUMENTAL MUSIC

26. (1) Admission to the High School Assistants' course, Type A, in Physical Education as well as Part I of the Intermediate course in Physical Education will be granted to students (i) who hold the degree of Bachelor

of Physical and Health Education of the University of Toronto with a final standing not lower than 60%, or (ii) who are otherwise qualified to enter the High School Assistants' course, Type B, and who hold the degree of Bachelor of Physical and Health Education of Queen's University with a final standing not lower than 60%, or (iii) who hold the degree of Bachelor of Arts of the University of Western Ontario obtained in the honour course[1] in Physical Health and Recreation Education, with a final standing not lower than 60% or (iv) who hold the degree of Bachelor of Physical Education of McMaster University with a final standing not lower than 60%.

(2) Admission to the High School Assistants' course, Type A, in Art as well as Part I of the Intermediate course in Art will be granted to students who hold the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Fine Art or in Art and Archaeology with a final standing not lower than 66%.

(3) Admission to the High School Assistants' course, Type A, in Vocal Music[2] will be granted to students (i) who hold either the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Music or the Bachelor of Music degree of the University of Toronto obtained in the course in Music Education,[3] with a standing of at least 60 per cent., or (ii) who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the degree of Bachelor of Music of the University of Toronto obtained in the course in General Music, or (iii) who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the teacher's or performer's diploma of the Royal Conservatory of Music of Toronto, or the Special Music certicate of Queen's University, or the Associate (teacher's) diploma of the Western Ontario Conservatory of Music, or the Diploma of Music Graduate in Pedagogy of the University of Western Ontario.

Admission to the High School Assistants' course, Type A, in Instrumental Music will be granted to students who hold the Bachelor of Music Degree of the University of Toronto obtained in the course in School Music.[3]

27. Students admitted to the High School Assistants' course, Type A, in Physical Education, Art, Vocal Music or Instrumental Music under Section 26 shall supply themselves with such text-books and equipment as may be recommended by the instructors.

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[1]Graduates of this course with the Recreation option are not eligible for the Type A course in Physical and Health Education.

[2]Students of the Type A course in Vocal Music may, with the approval of the instructor, take Part I of the Intermediate course in Instrumental Music.

[3]This refers to the degree in the course in Music Education of the University of Toronto, introduced in 1946 and revised in 1960.

CERTIFICATES

28. (1) On the recommendation of the examiners, the Minister of Education may grant High School Assistants' certificates, Type A, in Physical Education, Art, Vocal Music or Instrumental Music to those admitted under Section 26 who fulfil the conditions stated in Sections 20 and 21 (1).

(2) Students who are awarded Interim High School Assistants' certificates, Type A, in Physical Education, Art, Vocal Music or Instrumental Music under Section 26 and who hold, or obtain, Elementary-School Teacher's (or First Class) certificates may also be awarded Supervisors' certificates valid in Public and Separate Schools.

29. COURSE FOR THE ELEMENTARY-SCHOOL TEACHER'S CERTIFICATE[1,2]

The course is conducted in accordance with the conditions prescribed in the Regulations, Examinations and Courses of Study of the Ontario Teachers' Colleges. It may not be completed in the regular College session but requires a subsequent Summer Session before the candidates will be recommended for the certificate.

CONDITIONS OF ADMISSION

30. (1) Applicants for admission to the course for the Interim Elementary-School Teacher's certificate or to the final examinations for said certificate shall comply with the conditions of admission and attendance prescribed for candidates for the Interim High School Assistant's certificate, Type B. No candidate will be awarded an Interim Elementary-School Teacher's certificate before he has been awarded an Interim High School Assistant's certificate, Type B.

TEXT-BOOKS

(2) The text-books for the academic work of the course will be those prescribed in each subject for the High, Public and Separate Schools.

PROGRAMME OF STUDIES

31. The course of training, which is supplementary to the course of training for the High School Assistant's certificate, Type B, includes the following subjects some of which will be offered in the regular College session, the remainder in a Summer Session:

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[1]Course XI as listed in Section 22.
[2]In all cases the certificate is referred to is Interim, not Permanent.

Part I: Education Psychology; School Management; English, Mathematics; Social Studies; Science; Art; Music; Physical Education; Health; Industrial Arts.

Part II: Observation and Practice-teaching—at least ten full days—to be conducted under conditions defined in Ontario Teachers' College courses for the Elementary-School Teachers' certificate.

EXAMINATIONS

32. (1) Subject to the condition that no student may be awarded an Elementary-School Teachers' certificate who is not also awarded a High-School Assistant's certificate, Type B, the final standing of the students in attendance in the course for an Elementary-School Teacher's certificate will be determined by the records of the Observation and Practice-teaching and by the combined results of the sessional records and the records of the final examinations in such course. Subject to the same condition, the final standing of candidates not in attendance will be determined by the records of the final written examinations and of Practice-teaching.

(2) The examinations in the subjects of the course for an Elementary-School Teacher's certificate will be conducted, *pari passu*, in the terms and under the conditions set out in the Teachers' College Courses for the Elementary-School Teacher's certificate.

CERTIFICATES

33. (1) (*a*) Subject to the conditions of Section 32 (1), and to the conditions defined in Ontario Teachers' College courses for the Elementary-School Teacher's certificate, a candidate who obtains 60% of the marks in each subject of the course and 60% of the aggregate of the marks in each of Observation and Practice-teaching may, on the recommendation of the examiners, be awarded by the Minister of Education an Elementary-School Teacher's certificate.

(*b*) Subject to the same conditions, a candidate who passes in Observation and Practice-teaching and fails in not more than two subjects will be exempted from further attendance and may complete his course for an Elementary-School Teacher's certificate by rewriting at one annual examination the examinations in the subject or subjects in which he failed.

(2) All candidates other than those referred to in (1) (*b*) above who have failed to obtain the necessary final standing will be required to attend such other sessions as the Minister may prescribe.

(3) The Regulations of the Department of Education respecting Permanent Elementary-School Teachers' certificates are contained in the Department's Circular 614(*a*).

DETAILS OF SUBJECTS

34. The details of the subjects of the courses for High School Assistants' certificates, Types A and B, for Part I of the Intermediate courses in Physical Education, Art, Instrumental Music, Vocal Music, Home Economics, Industrial Arts, for the Intermediate certificate in Home Economics, for the School Librarianship certificate, and for the Theatre Arts certificate, are set out below.

For the course for the Elementary-School Teachers' certificate these details and subjects shall be supplemented by the details and subjects set out in the Teachers' College courses for the Elementary-School Teachers' certificate.

INTRODUCTION TO HISTORY AND PHILOSOPHY OF EDUCATION

35. The nature, foundations and status of Educational Theory: historical review and consideration of purposes and aims of education.

The significance for modern educational thought and practice, of broadly distinctive schools of philosophy: survey of the values and practices emphasized by outstanding educationists, particularly, but not exclusively, of the last two centuries.

Current educational thought: contemporary aims, problems and practices in education, with particular reference to secondary education.

School and society: relationship of school to the home and other educational agencies in the community.

EDUCATIONAL PSYCHOLOGY

36. (1) (*a*) *The psychology of adolescence.*—The place of the adolescent in our culture; his physical, social, emotional, and intellectual growth; formal and informal means of assessing individual development in these areas; adapting schooling to individual differences.

(*b*) *The psychology of learning.*—Introduction to the learning process; motivation; various patterns of teacher-leadership; classroom discipline; the learning of concepts and principles; identification and the acquisition of attitudes; practice and the learning of skills; transfer of training; evaluation of educational achievement.

(*c*) *The psychology of adjustment.*—The mental health of teacher and pupils.

(2) **Guidance.** Basic principles and current practices in guidance.

SCHOOL MANAGEMENT AND LAW

37. Basic problems in the organization and management of a provincial school system and of secondary education.

Ontario law and practice, with particular reference to curriculum, school districts, types of schools, attendance, finance.

Detailed study of the powers and duties of provincial and local authorities, teachers, and others responsible for the conduct of secondary schools.

ENGLISH

38. (1) *Literature.*—The values inherent in the study of good literature on a High School level; the methods of presenting such literary forms as the poem, the drama, the essay, the short story, and the novel; the choosing of suitable text-books for pupils of different abilities and grades; planning the courses of study for Grades IX to XII; the setting and marking of examination papers; oral and supplementary reading.

(2) *Composition.*—The basic aim in teaching composition; the place and treatment of grammar, rhetoric, logic, syntax, and word study in the teaching of composition; principles to be followed in arranging the courses for Grades IX to XII; studying models; assigning, planning, valuing, and correcting compositions; improving the pupils' oral English; conducting class discussions.

SEMINAR IN ENGLISH

For Type A candidates in English and, in part, English and French, English and Latin, English and German, English and Spanish, and English and History.

Methods of presenting the work prescribed for study in Grade XIII during the current year; teaching and discussion of selected topics; the English specialist.

HISTORY

39. The value and objectives of History in the secondary school curriculum; the nature of History as a high school subject; courses of study in the Intermediate and Senior Divisions in Ontario; demonstration and discussion of teaching procedures; planning a course of study; standards and examinations; books and other equipment.

40. SEMINAR IN HISTORY

For Type A candidates in History and, in part, English and History. Teaching and discussion of selected topics from the courses of study in the Senior Division; the role of the specialist teacher.

41. GEOGRAPHY

The meaning of Geography; the value and objectives of Geography in the secondary school curriculum; the courses of study in the Intermediate

and Senior Divisions in Ontario; demonstration and discussion of teaching procedures; the use and value of books, audio-visual aids, and other equipment; planning course of study; standards and examinations.

SEMINAR IN GEOGRAPHY

For Type A candidates in Geography.

Teaching and discussion of selected topics from the courses of study in the Senior Division; the role of a Specialist teacher in a secondary school.

MATHEMATICS

42. A consideration of:

(*a*) the courses of study, Grade IX to Grade XII,

(*b*) methods of presenting topics in the various courses with special emphasis on the work of the earlier grades and on historical background,

(*c*) computation with numbers obtained from measurement,

(*d*) the use of mathematical models and devices to provide motivation and to illustrate applications of the work in Mathematics.

SEMINAR IN MATHEMATICS

For Type A Candidates in Mathematics and, in part, Mathematics and Physics.

43. Methods of presenting prescribed Grade XIII topics in Trigonometry and Statics, Analytic Geometry and Senior Algebra. The analysis of some of the more difficult problems in Grade XII Geometry is also considered. In Statics, an experimental treatment of the work, as well as problem solving, is emphasized. Consideration is given to examinations in Mathematics, the teaching of the more mature or gifted pupils, historical references, mathematical models and equipment.

SCIENCE

44. *General Science.*—The content and methodology of the courses for Grades IX and X. Emphasis on the use of living specimens in the teaching of biology; other visual aids such as preserved specimens, diagrams, charts, models, photographs, lantern slides, films, microprojectors; laboratory classes; demonstration experiments; pupils' reports; classroom discussion in relation to experimental work.

Physics and Chemistry.—The content and methodology of the prescribed courses for Grades XI and XII. Methods of conducting laboratory classes; demonstration experiments; the care and use of equipment; development (inductively) of the laws of physics and chemistry.

SEMINAR IN SCIENCE

For Type A candidates in Science *or* Physics and Chemistry *or* Physics and Biology *or* Chemistry and Biology and, in part, Mathematics and Physics.

45. Methods of presenting the topics prescribed for study in Grade XIII physics, chemistry, and biology during the current year. The purchase, storing, maintenance and repair of apparatus; the organization of the science programme; science clubs; the keeping of living animals and plants. The seminars in each of physics, chemistry and biology are conducted separately.

SEMINAR IN AGRICULTURE

For Type A Candidates in Agriculture[1]

46. The History of agricultural education in the United States and Canada and particularly in Ontario: developments prior to 1904; developments since 1904; the influence of Departmental regulations, the Ontario Agricultural College, Summer Courses and various organizations in the development of agricultural education; the present regulations of the Department of Education and their relation to the teaching of Agriculture in the elementary and secondary schools and Teachers' Colleges; qualifications of teachers; relations of school boards and teachers; provisions for inspection and reports; elective courses, and vocational agricultural courses in secondary schools.

Equipment and methods; special equipment needed for agricultural topics; arrangement of laboratory and classroom; storage and care of apparatus; preparation of illustrative material and charts; the projection lantern; the moving picture machine; agricultural periodicals, reference books and other sources of information; the school garden, planning and care; beautification of school grounds; home projects and collections; planning of courses; types of lessons; use of illustrative material; correlation of the science subjects in courses in agriculture.

LATIN AND GREEK

47. An examination of methods in various aspects of the teaching of Latin and Greek, including: oral reading of prose (Caesar, Livy, Nepos) and poetry (Virgil, Ovid); morphology; grammar and syntax; derivation; audio-visual aids and interest devices; historical background of prescribed authors.

SEMINAR IN CLASSICS

For Type A Candidates in Classics, Latin and Greek, and, in part, Latin and French, and English and Latin.

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[1]Candidates for the High School Assistant's certificate, Type A, in Agriculture shall take also the Science of the course for the High School Assistant's certificate, Type B.

48. An examination of methods applicable to the prescribed courses in Grade XIII Latin and Greek authors for the current year, involving a study of adequate translation and of literary appreciation of the prescribed passages; the philosophy of Horace; the Hexameter, Elegaic, Sapphic and Alcaic metres; Latin continuous prose composition.

FRENCH, GERMAN, SPANISH, ITALIAN, OR RUSSIAN

49. Pronunciation: Study of sounds and their spelling; phonetic symbols; devices for teaching; intonation exercises; dictation; singing.

Course of Studies in Grades IX and X: Introductory lessons, including conversational work for beginners; reading for comprehension; vocabulary building; conversation based on reading; paraphrasing; dictation; functional grammar, stressing the verb and pronoun.

Course of Studies in Grades XI and XII: Methods of conducting reading; increased emphasis placed on writing; grammar; translation from English into the foreign language; supplementary reading; testing.

Illustration of methods in typical lessons.

The course will stress oral practice in the foreign language.

SEMINAR IN MODERN LANGUAGES

For Type A Candidates in French and German *or* Spanish *or* Italian *or* Russian, and in part, Latin and French *or* Italian, English and French *or* German *or* Spanish.

50. In the seminar in Modern Languages, stress will be laid upon methods of presenting the work to be studied in Grade XIII during the current year.

Topics treated will include: Teaching of advanced grammar and prose composition; correction of written work; conducting of reading lessons; sight reading; supplementary reading; free composition; conversation; making of examinations; use of dictionaries and books of reference.

SEMINAR IN HOME ECONOMICS
(For Type A Candidates)

51. The development of Home Economics in Ontario schools. Present trends, values and aims.

Responsibilities of the home economics teacher for curricular and extra-curricular programmes.

Curricula: materials, procedures, content.

Teaching methods and techniques currently applied in this field.

Evaluation: objectives and materials.

The home economics classroom: selection, placement and care of furnishings and equipment.

Records, budgets, regulations.

The above topics will be presented, explored, discussed and demonstrated in regular seminars and accompanying demonstration classes.

PHYSICAL EDUCATION

52. This course is outlined in the Courses of Study for Grades IX–XIII issued by the Ontario Department of Education.

PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

Theory, Methods and Materials in Health and Physical Education for Grades IX and X.

Practice (for men):

(*a*) Basic Drill; (*b*) Gymnastics; (*c*) Apparatus; (*d*) Games; (*e*) Swimming.

Practice (for women):

(*a*) Fundamental Movements; (*b*) Dance; (*c*) General Activities; (*d*) Games.

SEMINAR IN PHYSICAL EDUCATION
For High School Assistants', Type A Candidates

53. (1) *Physical Education*:

(*a*) Material:

Survey of Material for Grades IX–XIII

Women—Fundamental movements, general activities, dance, games, swimming

Men—Basic drill, gymnastics, apparatus, games, swimming

(*b*) Theory:

(i) Aims, objectives, principles; (ii) Teaching techniques; (iii) Lesson planning; (iv) Programme planning; (v) Evaluation—testing and marking; (vi) Administration of the physical education department.

(2) *Health Education*:

(*a*) Material:

Survey of material for Grades IX–XII

Health practices related to anatomy and physiology; Body mechanics, first aid, safety

Healthful living, child study (women)

(*b*) Theory:

(i) Aims, objectives; (ii) Teaching techniques; (iii) Lesson planning; (iv) Use of visual aids, text-books, references, notebooks; (v) Programme planning; (vi) Evaluation.

ART

54. PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

Creative pictorial expression, drawing and sketching from objects, plastic design, model-making, design and lettering, theory and history of art, methods of teaching art.

SEMINAR IN ART

For High School Assistants', Type A Candidates

55. The seminar in Art will discuss classroom methods and problems relating to the advanced grades. Special emphasis will be given to (*a*) the securing, organizing and use of illustrative source material, such as slides, prints and exhibitions which can be used to interpret and intensify the study of art history and art criticism; (*b*) a more advanced study of the theory, history and practice of art.

VOCAL MUSIC

56. PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

Sight Singing and Ear Training:

The tonic solfa system; sight reading of songs based on the theory for Grades IX and X; singing of major and minor scales (all forms); writing of simple exercises from dictation; detection of errors in the performance of unison songs.

Voice Training and Song Material:

The adolescent voice; choral singing; practice in tone production, intonation, diction, and breath control; blending of voices in part singing; interpretation; analysis of song material for Grades IX and X.

Conducting:

The conducting patterns of common metres; special problems: attack and release, incomplete bars, expression, use of the left hand.

Rudiments of Music:

Notation (notes, rests, clefs); intervals and their inversion; metre and rhythm; scales (diatonic and chromatic); transposition; musical terms, abbreviations and ornaments.

Music Appreciation:

Teaching of the topics prescribed for Grades IX and X in the Department of Education Course of Study.

Methods:

General principles of music education; analysis of the course for Grades IX and X; voice testing; teaching of rote songs, reading songs, part songs

and theory; use of the piano; integration of music with other subjects; the relation of the school orchestra to the vocal programme; elementary scoring and transposition for instruments.

INSTRUMENTAL MUSIC

57. PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

Sight Singing and Ear Training:

As in Section 56 above.

Technical Training:

Fundamentals of tone production and basic fingering in all families of instruments; playing scales, diatonic and chromatic; simple melodies; reading orchestral scores of elementary range; construction and care of all types of instruments.

Conducting:

The conducting patterns of common metres; special problems of conducting in instrumental groups.

Methods:

General principles of organization and instruction of instrumental classes; special methods of class teaching for strings, band classes, or combined groups.

NOTE: This is a practical course, with the emphasis laid on two essential points, (i) individual mastery of instruments;
(ii) methods of class teaching.

SEMINAR IN VOCAL MUSIC

For High School Assistants', Type A Candidates

58. *Sight Singing and Ear Training:*

Sight reading of songs based on the theory prescribed for Grade XIII; extraneous modulation; singing of major scales from any note in the scale to its octave; singing of intervals contained in the major and minor scales (all forms); writing of exercises in two parts from dictation; recognition of chords listed below for harmony; detection of errors in the performance of more advanced part songs.

Voice Training and Song Material:

Advanced study of topics listed in Part I of the Intermediate Course through choral works; unaccompanied singing; modern theories of voice training; the teaching of special classes in voice training; selection of song, choral and operatic material for Grade XIII classes, public performances and festivals.

Conducting:

Practice in conducting school choirs, assemblies and operettas: advanced problems; changes of time signature, contrapuntal works, special effects, etc.

Operetta:

The detailed study and preparation of an operetta for public performance.

Music Appreciation:

Teaching of the topics prescribed for Grade XIII; the analysis of selected compositions with special attention to the prescribed works for Grade XIII; use of miniature scores; supplemental reading; evaluation of recordings for school use; use of radio in music appreciation.

Methods:

Modern theories of music education; with application to all the topics listed in the prescribed course for Grade XIII.

SEMINAR IN INSTRUMENTAL MUSIC
For High School Assistants', Type A Candidates

59. *Sight Singing and Ear Training:*

As in Section 58 above.

The Orchestra and Band:

Orchestral playing, organization and conducting; selection of music for Grades IX to XIII class study, for orchestras and bands of Secondary School calibre, and for public performance and festivals.

Conducting:

Practice in conducting school choirs, assemblies and operettas: advanced problems.

Arranging:

Transcription and arranging of selections from piano score for full orchestra or band; transposition for all instruments.

Methods:

Advanced study of topics listed in the Elementary Type A course.

Class instruction of instrumental classes, beginners and advanced classes, with all types of instruments.

60. PART I OF THE COURSE FOR THE INTERMEDIATE COMMERCIAL CERTIFICATE

(1) Shorthand Theory:

The principles of the Isaac Pitman system; writing continuous matter in approved shorthand forms; transcribing sight passages in continuous shorthand.

(2) Shorthand Practice:

Writing from dictation for ten minutes, in approved Pitman Shorthand, easy material at the rate of sixty words per minute; transcribing of these notes on a typewriter.

(3) Typewriting:

(*a*) Typing for ten minutes at a net rate of thirty words per minute with 1% error or less.

(*b*) Application of typewriting to simple problems in setting up business letters, headings, programmes, invitations, announcements, display work, tabular work.

(4) Bookkeeping:

The study of the various aspects of the fundamental equation, including journalizing, posting and the setting up of the financial statements in trading and non-trading organizations.

(5) Penmanship:

The development of a graceful, legible business writing.

(6) Methods—Minor:

(*a*) Methods of teaching Bookkeeping: instructional material; testing programme; presenting special topics; text-books; outlining courses; grading papers.

(*b*) Methods of teaching junior Shorthand and Typewriting:

(i) First year in Shorthand: organization of classes and materials; content of course; division of time for various sections of the work; various methods of approach; testing; the place of theory in junior classes; how and when to introduce transcription.

(ii) First two years in Typewriting: typing room, equipment and supplies; class organization; teacher's preparation; application of general principles to the teaching of typing technique; analysis and prevention of errors; speed development; tests and how to mark them.

61. PART I OF THE COURSE FOR THE INTERMEDIATE INDUSTRIAL ARTS CERTIFICATE

This is a preparatory course leading to an Intermediate certificate in Industrial Arts. The Intermediate course may be completed in subsequent Summer sessions, (Section 82).

Draughting: Orthographic projection problems; isometric and geometric drawing; tracing and blue-printing.

Woodworking: Nature, structure and characteristics of common woods. The use and care of machines and hand tools for cutting, planing, squaring, and turning.

Methods of wood finishing.

Sheet Metal Work: Laying out patterns, cutting, bending, soldering and rivetting of tin plate and galvanized iron; etching, hammering, planishing and polishing of brass and copper.

Machine Shop Practice: Hand tools and bench work; layout work and elementary machine operations.

Methods of instruction and class organization of the General Shop.

62. (1) PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE IN HOME ECONOMICS

Principles underlying topics suggested for Grades IX and X, INTERMEDIATE DIVISION. Outline of Course for Experimental Use, 1951, Ontario Department of Education.

Typical classroom procedures.

Acquaintance with suitable source materials.

Contribution of home economics to the school, home, and community.

(2) COURSE FOR THE INTERMEDIATE CERTIFICATE IN HOME ECONOMICS

The home economics curriculum: materials, procedures, content.

Fundamental principles, practices, and standards in home and family living.

Problems of organization; methods of teaching; aids to learning; home and classroom equipment. Departmental regulations. Guidance in classroom teaching.

(3) SUMMER COURSE FOR THE INTERMEDIATE CERTIFICATE IN HOME ECONOMICS

See Section 81.

63. PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE IN SCHOOL LIBRARIANSHIP

This course will offer basic training for teachers who will serve as secondary school librarians. The course includes the following subjects: School Library Administration, including teaching the use of books and libraries; The Library Collection; Simple Classification and Cataloguing as related to school library needs with laboratory periods for practice.

64. COURSE FOR THE THEATRE ARTS CERTIFICATE

This course will offer instruction in play selection, production and direction. It will also provide practice in all phases of oral work and classroom deportment.

65. DICTION AND VOICE PRODUCTION

Students will be given practice in effective reading, speaking, and writing.

66. COURSES FOR CERTIFICATES IN VOCATIONAL EDUCATION AND INDUSTRIAL ARTS

The Ontario Training College for Technical Teachers, established in Hamilton in 1925, was re-organized as a department of the Ontario College of Education, Toronto, on September 1, 1946.

I. Courses for the Interim Vocational certificates, Type B and Type A.
II. Courses for Industrial Arts certificates:
    1. The Interim Intermediate certificate.
    2. The Interim Specialist certificate.

67. GENERAL CONDITIONS OF ADMISSION

(1) An applicant for admission to the courses referred to above shall make application, not later than August 31st, to the Director of Vocational and Industrial Arts Teacher Education, 371 Bloor Street West, Toronto 5, on a form to be obtained from him, and shall submit with this application, on forms also to be supplied by the Director:

(a) A certificate from the Deputy Registrar-General of Births, Parliament Buildings, Toronto, or an affidavit by one of the parents or other relative, or other person cognizant of the applicant's date of birth.

Age limits:

For the Interim Vocational course, male applicants shall be not less than twenty-three and not more than thirty-five years of age; female applicants shall be not less than twenty-one and not more than thirty-two years of age.

For the Intermediate Industrial Arts course, applicants shall be at least twenty years of age, and not more than thirty-five.

For the Specialist Industrial Arts course, applicants shall be not less than twenty-three and not more than thirty-five years of age.

(b) A certificate from a competent authority that he is a British subject or a Declaration of Intention to become a Canadian citizen.[1]

(c) A certificate from a clergyman or other competent authority that he is of good moral character.

(d) A certificate of successful vaccination.

(2) See Section 9 (2).

[1]This is in accordance with a Departmental requirement. See the Department of Education Act 11, (1)(c).

68. REQUIREMENTS FOR ADMISSION TO THE COURSE FOR INTERIM VOCATIONAL CERTIFICATE, TYPE B

To this course may be admitted Applied Science graduates (engineers) and skilled tradesmen.

(1) Engineers. A candidate shall be the holder of a degree from the faculty of Applied Science of a recognized university, and shall submit statements to prove not less than two years' subsequent experience in the field of his major subject.

(2) Skilled Tradesmen, who are not engineering graduates.

(*a*) Education.

Applicants are required to give evidence of secondary school graduation or the equivalent.

(*b*) Trade Training and Experience.

(i) The training or apprenticeship required shall be that usually demanded for journeyman's qualifications in the trade concerned. Special training obtained in an approved day vocational school will be taken into account in considering the period of training. Applicants should submit statements from the persons or firms under whom they were trained, showing the length of the training period and the nature of the work.

(ii) The experience required shall be several years of wage-earning journeyman trade experience with approved high-grade firms, and shall be such as to show that the applicant is a skilled craftsman, competent in the main branches of the trade, and familiar with its recent developments. The length of the journeyman experience depends upon the nature of the trade. Documentary evidence of experience in the trade in approved shops shall be furnished by the applicant.

69. REQUIREMENTS FOR ADMISSION TO THE COURSE FOR INTERIM VOCATIONAL CERTIFICATE, TYPE A

(1) This course is offered to Applied Science graduates (engineers) who have been graded 66% or higher in their final year and one other year at the university.

(2) Each candidate shall

(*a*) submit evidence of not less than two years of approved wage-earning experience in the field of his major subject,

(*b*) be required to take all the subjects of the course for Type B certificate, and to obtain grading of 66% or more in them,

(*c*) take additional courses in the organization, administration, and supervision of vocational schools, with special reference to the duties and responsibilities of the technical directors, assistant principals and principals.

If his grading in the Type B course (see (2) (*b*)) is not a failure but is less than 66%, he will be recommended for a Type B certificate only.

COURSE FOR INTERIM VOCATIONAL CERTIFICATE, TYPE B

70. PROGRAMME OF STUDIES

The course of training for the Interim Vocational certificate, Type B, consists of two parts:

Part I: Educational Psychology
School Law and Regulations
English
History of Vocational Education
Principles of Teaching and Classroom Management
Technical Subjects: 1. trade analysis,
2. shop plan,
3. equipment list,
4. yearly budget,
5. course of study.

Part II: Observation and Practice-teaching.

71. ORGANIZATION OF COURSE

(1) Every applicant shall be required to pass an examination designed to test his attainments as a skilled worker in the trade concerned. The examination shall be on the fundamental principles, operations, processes and skills of the trade, and shall be in two parts (1) written, (2) practical. In the practical examination he shall be required to show his skill in a performance test.

(2) In general, the course is built upon the experiences of the student-teachers in the practice schools. Observation is emphasized during the early part of the session. Individual and group instruction will be increased until, in the final two weeks, the student-teacher will take charge of the class with no assistance from the teacher.

(3) During alternate weeks in the College, in addition to the programme of studies, the student-teacher is given an assignment to cover his duties in the practice school for the following week. A corresponding bulletin is mailed to the teacher, who reports on the progress of the student at the completion of each week of Practice-teaching.

(4) Where possible, student-teachers are sent at first to technical departments in the smaller composite schools and later to technical schools in the larger centres. The Director and his staff visit the practice schools from time to time to assist in evaluating the students' work.

72. DETAILS OF SUBJECTS

The details of the subjects of the course for the Interim Vocational certificate, Type B, are set out below.

PSYCHOLOGY

An introduction to principles of educational psychology as they apply to the teacher and his pupils. Among topics discussed will be the following: motivation, development and adjustment, school discipline, intelligence and its measurement, the learning process, mental hygiene.

GUIDANCE

Basic principles and current practices in guidance.

SCHOOL LAW AND REGULATIONS

Basic problems in the organization and management of a provincial school system and of secondary education.

Ontario law and practice, with particular reference to curriculum, school districts, attendance and finance of the vocational school.

Detailed study of the powers and duties of provincial and local authorities, teachers, and others responsible for the conduct of pupils in vocational schools.

ENGLISH

English—both oral and written—a brief review of the main essentials of grammar and composition to enable the shop teacher to avoid the more common errors in the use of words; report writing; public speaking.

HISTORY OF VOCATIONAL EDUCATION

Brief historical sketch to show vocational aspects of educational developments; contributions of the educational reformers, Comenius, Rousseau, Pestalozzi, Fellenberg, Froebel, Spencer; relation of industrial developments to the need for industrial education; development of secondary education, of vocational education; the manual training movement, the mechanics' institute, the farm and trade school, industrial and technical schools, trade schools; part-time, co-operative and apprenticeship classes; the Ontario educational system.

PRINCIPLES OF TEACHING AND CLASSROOM MANAGEMENT

Learning process as applied to practical subjects; formal lesson types; individual differences; individual and group instruction; lesson planning; instruction aid material—sheets, pictures, charts, films, models; organization of instruction material; tests and examinations; records; special shop problems.

TECHNICAL SUBJECTS

(*a*) Trade Analysis and Course of Study:

Study of the work of the skilled craftsman to determine the teachable content of each trade or calling. Analysis of the trade to determine the skill, and the trade, technical and concomitant knowledges of the skilled worker; selection of instructional materials and arrangement into groups according to learning difficulties; selection of projects to be used to fit the order of the course of study; determination of related mathematics, science, drawing and auxiliary information needed in each project, preparation of course of study; unit courses.

(*b*) Shops Plan, Equipment List, and Annual Budget:

Study of desirable features of shops and classrooms, size, shape, lighting, lay-out; preparation of minimum, and desirable, lists of equipment for the type of shop in which the teacher-in-training will work; design of benches, tables, furniture, selection of tools and machines; approximate prices; preparation of annual budget.

73. COURSES FOR INDUSTRIAL ARTS CERTIFICATES[1]

COURSE FOR THE INTERIM INTERMEDIATE CERTIFICATE

This is a two-year course to provide training for those who contemplate the teaching of Industrial Arts in elementary and high schools. Applicants admitted under condition (*a*) below shall be exempted from attendance during one year of the course.

ADDITIONAL CONDITIONS OF ADMISSION

An applicant shall submit:

(*a*) an Ontario Teaching Certificate

(*b*) a statement indicating successful completion of Part 1 of the Elementary course in Industrial Arts, with a standing of at least 66%.

74. PROGRAMME OF STUDIES

The course of training for the Intermediate certificate in Industrial Arts consists of two parts as follows:

Part I: Activity Analysis and Course of Study
Shopwork—general woodwork, general metalwork, power mechanics, electricity, drafting
History of Industrial Arts, Guidance

[1]Every teacher of Industrial Arts in an Elementary School must hold an Elementary-School Teacher's Certificate, in addition to his Industrial Arts Certificate.

Part II: Observation and Practice Teaching.

Each student is given at least three weeks in a practice school. His teaching progresses from individual and group instruction to complete charge of routine duties and class instruction. If possible, he is sent to the general shop in (a) an elementary school, (b) a high school, and (c) a collegiate institute.

75. DETAILS OF SUBJECTS
ACTIVITY ANALYSIS AND COURSE OF STUDY

See Technical Subjects in Section 70.

SHOP WORK

There are two shops, one of them for Woodwork and Drafting and the other for Metalwork and Power Mechanics.

Woodwork includes such activities as woodturning, cabinet making, building construction, pattern making, wood finishing.

Metalwork includes bench fitting, machine shop, welding, power mechanics, sheet metal, ornamental metalwork, etc.

Courses in drafting and in some crafts are offered.

HISTORY OF INDUSTRIAL ARTS

See History of Vocational Education in Section 72.

Basic principles and current practices in guidance.

76. COURSE FOR THE INTERIM SPECIALIST CERTIFICATE[1]

This course is to provide training for those who contemplate teaching Industrial Arts in collegiate institutes.

ADDITIONAL CONDITIONS OF ADMISSION

An applicant shall:

(*a*) Hold an Intermediate certificate in Industrial Arts;

(*b*) Subsequently, have at least one year of successful teaching in the field of Industrial Arts, as verified by the inspector concerned;

(*c*) Show evidence of having passed not less than eight Grade XIII papers, including one in English. It is recommended that the candidate include papers in Mathematics and Science as these subjects are essential to progress in Industrial Arts.

[1]This certificate may be obtained also in summer courses. See Section 82.

77. PROGRAMME OF STUDIES

The course of training for the Specialist certificate in Industrial Arts consists of two parts as follows:

Part I. Activity Analysis, Course of Study and Shop Management, Advanced Shop Work

Part II. Observation and Practice-teaching.

REQUIREMENTS FOR CERTIFICATES IN VOCATIONAL EDUCATION AND IN INDUSTRIAL ARTS

78. EXAMINATIONS AND CERTIFICATES

(1) The final standing of students in attendance in the course for the Vocational Certificate, Type B, or the courses for the Intermediate and Specialist Certificates in Industrial Arts shall be determined by the combined results of the sessional records and the records of the final examinations of Part I and by the results of the records of the Observation and Practice-teaching of Part II, of the course concerned.

(2) The sessional records in each course represent oral and written exercises, practical work, research and frequent tests; and at the close of each term there will be a set of examinations.

(3) A candidate shall pass in each of the subjects listed in the Programme of Studies of the course concerned. The pass standard shall be 50% of the marks assigned to each subject of Part I and 60% of the aggregate of the marks assigned to each of the divisions of Part II. A candidate for the Intermediate Industrial Arts certificate or the Specialist Industrial Arts certificate must pass a performance test before a certificate is issued.[1]

(4) (*a*) A candidate for the Vocational certificate, Type B, who passes in Part II and fails in not more than two subjects of Part I shall be exempted from further attendance.

(*b*) A candidate for the Intermediate certificate in Industrial Arts who passes in Part II and fails in not more than two sections of Shop Work *or* one other subject of Part I shall be exempted from further attendance.

(*c*) A candidate for the Specialist certificate in Industrial Arts who passes in Part II and fails in not more than two sections of Advanced Shop Work of Part I shall be exempted from further attendance.

(*d*) All other candidates who fail to obtain the necessary final standing shall be required to attend another session, beginning after the Christmas vacation.

(*e*) A candidate exempted from attendance, as provided in (*a*), (*b*) or (*c*) above, may complete his standing for a certificate by rewriting at

[1]A candidate for the Vocational certificate, either Type B or Type A, must obtain a minimum of 50% in the Trade test.

an annual examination the examination in the subject in which he failed. Examinations will be held at the close of the session at such centres and under such conditions as are set out in Section 15 (3) (*b*).

79. GRADES OF CERTIFICATES

(1) An Interim Vocational certificate, Type B, which qualifies the holder to teach a technical shop work subject for five years in a vocational or composite school.

(2) A Permanent Ordinary Vocational certificate.

(3) An Interim Vocational certificate, Type A, valid for five years.

(4) A Permanent Vocational Specialist certificate.

(5) An Interim Intermediate certificate in Industrial Arts which qualifies the holder to teach shop work for five years in a public, separate, continuation or high school, to the end of Grade X.

(6) A Permanent Intermediate certificate in Industrial Arts.

(7) A Specialist certificate in Industrial Arts, required in Grades XI and XII of a secondary school.

LETTERS OF STANDING

80. (1) Candidates who have fulfilled the requirements for admission to the course leading to the Interim Vocational certificate, Type B, and who are exempted by the Minister of Education from attendance at the Ontario College of Education on account of equivalent training in other provinces of Canada or in other countries of the British Commonwealth of Nations, may be granted a *Letter of Standing* by the Minister valid, for not more than one year from the date of issue, in the corresponding trade subject in a secondary school.

(*a*) Before being granted a *Letter of Standing* an applicant must submit a certificate of physical fitness signed by a medical examiner appointed by the Minister of Education.

(*b*) Before being granted a *Letter of Standing* an applicant must submit a certificate from a competent authority that he is a British subject or a Declaration of Intention to become a Canadian citizen.

(2) On the statement of the Principal that the candidate has taught successfully for one year under the authority of a *Letter of Standing*, he may be recommended by the Inspector concerned for the Interim Vocational certificate, Type B, provided the candidate has been successful in the trade tests for his particular trade subject.

81. HOME ECONOMICS SUMMER COURSES

Intermediate Courses

Summer courses leading to the Intermediate certificate in Home Economics will be held in Toronto from July 3, 1961 to August 4, 1961, for candidates who qualify for either Part I, II or III courses.

Part I

Applicants who hold Interim or Permanent Second Class certificates, a First Class certificate, an Elementary-School Teacher's certificate, a High School Assistant's certificate are eligible.

Part II

Those who successfully complete Part I of the course are eligible for admission to this course.

Part III

Those who have completed successfully both Part I and Part II of the course are eligible for this course.

Part IV

Those who have completed successfully Part I and Part II of the course are eligible for this course.

Note: Part III and Part IV are offered in alternate years and may be taken in either order. Part III will be offered in 1961 and will *not* be offered in 1962. Part IV will *not* be offered in 1961 but will be offered in 1962.

Letters of confirmation will be issued as each part of the course is completed successfully. Candidates will be recommended for the Intermediate certificate when all parts have been completed successfully.

Applications must be submitted not later than June 1, 1961, to the Registrar, Ontario College of Education, 371 Bloor St. West, Toronto 5.

Intermediate Course for Graduates with University Credits in Home Economics

Admission to this course is restricted to students who submit evidence of graduation, with a standing not lower than 60% in the Home Economics of the final year from a University course approved by the Minister of Education.

The course will be conducted in Toronto, from July 4, 1961, to August 11, 1961. Final examinations will be written at the end of the session.

Applications must be submitted not later than June 1, 1961, to the Registrar, Ontario College of Education, 371 Bloor St. West, Toronto 5.

Type A Seminar, see Section 19.

82. INDUSTRIAL ARTS SUMMER COURSES

(1) *Specialist Course*

Summer courses leading to Specialist certification in Industrial Arts will be held from July 3, 1961 to August 4, 1961. Parts I, II, and III will be offered if enrolment in each part is sufficient.

Requirements for entrance into Part I are: (i) an Intermediate certificate and one year of successful teaching in Industrial Arts; (ii) standing in eight Grade XIII papers; and (iii) above-average grading by the inspector concerned.

For entrance into Part II each candidate shall submit the official record of having completed Part I successfully.

Candidates who wish to apply for entrance to Part III must submit the official records of satisfactory completion of both Part I and Part II.

Applications should be made before June 1, 1961 to the Director of Industrial Arts Teacher Education, Ontario College of Education, 371 Bloor Street West, Toronto 5.

(2) *Intermediate Course*

This course consists of 4 parts. Part I is preparatory. Parts II, III and IV are each of 5 weeks' duration.

To Part 2 in July, 1961, may be admitted:

(1) Candidates holding High School Assistants' certificates, who have passed in the supplementary course in Industrial Arts (called Part 1.)
See Section 22, VI and Section 61.

(2) Candidates holding Vocational certificates, who are teaching Industrial Arts in secondary schools.

(3) Candidates holding Elementary-School Teachers' certificates and also Parts I, II, and III of the Elementary Industrial Arts course.

Part 2 will be offered from July 3 to August 4, 1961, providing the enrolment is sufficient.

Part 3 will be offered in 1962.

Part 4 will be offered in 1963.

Application should be made before June 1, 1961 to the Director of Industrial Arts Teacher Education, Ontario College of Education, 371 Bloor Street West, Toronto 5, Ontario.

83. VOCATIONAL SUMMER COURSES

(1) *Vocational, Type B*

Summer courses leading to the Vocational Certificate, Type B, will be offered from July 3 to August 4, 1961 for holders of High School Assistant certificates who meet Department of Education requirements for vocational certification.

(2) *Provincial Institute of Trades Technical Instructors Course*

The second of three parts will be offered in 1961.

(3) *Vocational, Type A*

A summer course leading to the Vocational Certificate, Type A, will be held from July 3, 1961 to August 4, 1961. Parts I and II will be offered.

Requirements for Specialist certification are: (i) a Permanent Ordinary Vocational certificate; (ii) above-average grading by the inspector concerned; (iii) standing in six Grade XIII papers, one of which must be English Composition or approved equivalents.

Each beginning candidate shall produce official evidence of having standing in at least two Grade XIII papers, or equivalents, one of which must be English Composition.

Application should be made to the Director of Vocational Teacher Education, Ontario College of Education, 371 Bloor Street West, Toronto 5, before June 1, 1961.

84. COMMERCIAL SUMMER COURSES

Teachers who wish to enroll in any of the following courses should write for application forms to the Registrar, Ontario College of Education, 371 Bloor Street West, Toronto 5, and should submit the completed forms to the Registrar before June 1, 1961.

(1) *Intermediate Course, Part I*

Summer courses leading to the Intermediate certificate in Commercial will be held from July 3, 1961 to August 4, 1961 at Ryerson Institute, 50 Gould Street, Toronto for candidates who qualify for the course. Applicants who hold a Second Class or more advanced teaching certificate, or a Letter of Standing are eligible.

Subjects:

(*a*) Penmanship, Typewriting A, Shorthand A and Bookkeeping A.
(*b*) Shorthand Theory, Shorthand Practice, Typewriting B and Bookkeeping B.
(*c*) Minor Methods in Bookkeeping, Minor Methods in Shorthand, Minor Methods in Typewriting, and Penmanship (if not completed in Part (*a*)).

(2) *Intermediate Course, Part II*

A summer course leading to the Intermediate certificate in Commercial will be held from July 3, 1961 to August 4, 1961 at Ryerson Institute, 50 Gould Street, Toronto, for candidates who qualify for the course. To this course may be admitted an applicant who holds an Elementary Commercial certificate, or who is completing subjects for the Elementary certi-

ficate, and whose programme, approved by the principal, permits a start on the work towards the Intermediate certificate.

Subjects:

Office Practice, Business Law, Business Arithmetic, and Business Correspondence.

(3) *Specialist Course*

Summer courses leading to the Specialist certificate in Commercial will be held from July 3, 1961 to August 4, 1961 at Ryerson Institute, 50 Gould Street, Toronto, for candidates who qualify for Part I or Part II of the course. To this course may be admitted an applicant who is qualified to teach in a high school and who holds the Intermediate Commercial certificate or who is completing subjects for the Intermediate certificate and whose programme, approved by the principal, permits a start on subjects leading to the Commercial Specialist certificate. In all subjects of the Specialist course, except Business Machines and Methods, extension courses with the Department of Extension, University of Toronto, must be approved by the principal and completed prior to enrolment in these subjects at the Summer Course.

Subjects:

(*a*) Economics, Economic History, Accounting Theory, and Business Machines (or Credit in Arithmetic of Investment).

(*b*) Major Methods in Secretarial Subjects, Organization and Supervision of a Commercial Department, Major Methods in Accounting Subjects and either Accounting Practice *or* Secretarial Practice.

Some credit may be allowed for equivalent courses previously taken if certified statements or transcripts are submitted.

Before the Commercial Specialist certificate is granted, proof of four months' business experience must be submitted to the principal.

(4) *Supplemental Examinations*

Supplemental examinations in all the commercial subjects except the Methods, will be held on June 29–30, 1961, at the Ryerson Institute, 50 Gould Street, Toronto for all those who qualify.

Subject Qualification:

(*a*) Subjects of the Intermediate course for which bulletins through the Extension Department, University of Toronto, have been completed successfully.

(*b*) Subjects of the Intermediate course that have been successfully taught for at least one year within the last two years. This must be certified by a statement from the principal of your school.

(*c*) Subjects of the Intermediate course for which night school work at a high school or university has been completed successfully.

(*d*) Subjects in which the applicant has failed to obtain second-class honours at university or a Commercial high school.

(*e*) Subjects in which the applicant has failed to obtain standing at a previous summer course.

For permission to try these supplemental examinations, write to the principal, Professor A. P. Seggie, Ontario College of Education, 371 Bloor Street West, Toronto 5 before June 15, 1961.

The fee for each examination paper is $5.00 and is to be paid on the day of writing the examination.

85. GRADUATE DEGREES IN EDUCATION

The Ontario College of Education offers programmes of study leading to the graduate degrees of Bachelor of Education, Master of Education, Master of Arts, Doctor of Education and Doctor of Philosophy.

For information regarding these programmes see the separate announcement "Courses Leading to Graduate Degrees in Education, 1961–62".

CALENDAR 1961

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CALENDAR 1962

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In view of increasing costs of supplies and labour, fees, residence dues and other charges set forth in this calendar are subject to change by the Board of Governors.

UNIVERSITY OF TORONTO

CALENDAR

Ontario College of Education

1962-1963

UNIVERSITY OF TORONTO PRESS
1962

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CALENDAR, 1962–1963

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1962	Initial Eight-Week Summer Session (High School Assistants)	July 3	Aug. 24
	Completing Seven-Week Summer Session (High School Assistants)	July 3	Aug. 17
	Regular Eight-Week Summer Session (High School Assistants)	July 4	Aug. 24
	Summer Session (Type A)	July 4	Aug. 10
	Summer Session (Home Economics, Intermediate Part I)	July 4	Aug. 3
	Summer Session (Home Economics, Intermediate, Part II)	July 4	Aug. 3
	Summer Session (Home Economics, Intermediate, Part III)	July 4	Aug. 3
	Summer Session (Home Economics, Intermediate for University graduates)	July 4	Aug. 10
	Summer Session (School Librarianship)	July 3	Aug. 3
	Summer Session (Commercial, Intermediate, Part I)	July 3	Aug. 3
	Summer Session (Commercial, Intermediate, Part II)	July 3	Aug. 3
	Summer Session (Commercial, Specialist)	July 3	Aug. 3
	Summer Session (Industrial Arts, Intermediate, Part II)	July 3	Aug. 3
	Summer Session (Industrial Arts, Specialist)	July 3	Aug. 3
	Summer Session (Vocational, Type B)	July 3	Aug. 3
	Summer Session (Vocational, Type A)	July 3	Aug. 3
	Summer Session (Provincial Institute of Trades Technical Instructors Course, Part II)	July 3	Aug. 3
	Summer Session (Education)	July 3	Aug. 11
	Regular Autumn Term	Sept. 18 (9 a.m.)	Dec. 19 (5 p.m.)
1963	Regular Winter Term	Jan. 2 (9 a.m.)	Apr. 11 (5 p.m.)
	Regular Spring Term	Apr. 22 (9 a.m.)	May 31 (5 p.m.)

Dates

1962	Sept.	18	Registration
	Sept.	19	Address by the President to the students of all faculties and schools at 3.45 p.m. in Convocation Hall
	Oct.	8	Thanksgiving Day
	Nov.	10	Remembrance Day Service 10.45 a.m.
	Nov.	24	Autumn Convocation 8.30 p.m.
	Dec.	31	Last day for accepting applications for supplemental practical tests
1963	Jan.	20	Last day for receiving the second instalment of fees
	Jan.	31	Last day for accepting applications for supplemental written examinations
	Apr.	12	Good Friday
	May	6–15	Final Examinations (except for candidates for Intermediate and Specialist Industrial Arts Certificates)
	May	29–31	Final Examinations for candidates for Intermediate and Specialist Industrial Arts Certificates
	May	27–31	University Commencement

ADMINISTRATIVE STAFF

1961–62

THE UNIVERSITY

President.....C. T. Bissell, M.A., Ph.D., D.Litt., LL.D., F.R.S.C.

Executive Assistant to the President.....J. H. Sword, M.A.
Registrar.....R. Ross, M.B.E., M.A.
Chief Librarian.....R. H. Blackburn, M.A., B.L.S., M.S.
Director of University Extension.....D. C. Williams, M.A., Ph.D.
Chairman of the Medical Sciences Advisory Council
J. A. MacFarlane, O.B.E., E.D., B.A., M.B., LL.D., F.R.C.S.

Vice-President (Administration).....F. R. Stone, B.Com., F.C.A.
Comptroller.....G. L. Court, D.F.C., M.Com., C.A.
Secretary of the Board of Governors.....J. F. Brook
Superintendent of Buildings and Grounds.....F. J. Hastie, B.Sc., P.Eng.
Chief Accountant.....D. J. Reid

Director of the University of Toronto Press.....M. Jeanneret, B.A.

Director of Alumni Affairs.....J. C. Evans, B.A.
Director of Information.....K. S. Edey
Director of Development.....R. J. Albrant
Director of Graduate Records.....C. G. M. Grier, E.D., M.A.

Warden of Hart House.....J. McCulley, M.A.
Director of University Health Service G. E. Wodehouse, M.C., M.D., F.R.C.P.
Assistant Director of University Health Service—Women
Miss F. H. Stewart, B.A., M.D.
Director of the Placement Service.....J. K. Bradford, O.B.E., M.A.Sc.
Director of Athletics and Physical Education—Men.....W. A. Stevens, B.S.
Director of Athletics and Physical Education—Women.....Miss Z. Slack, B.A.
General Secretary-Treasurer of the Students' Administrative Council
E. A. Macdonald, B.A.
Director of Hart House Theatre.....R. S. Gill, M.A.

Ontario College of Education

1962–63

Dean.....B. C. Diltz, M.A., LL.D.
Director of the Department of Educational Research
R. W. B. Jackson, B.A., Ph.D.
Assistant Director of the Department of Educational Research
W. G. Fleming, B.A., Ed.D.

Director of Graduate Studies.....G. E. Flower, M.A., Ed.D.
Associate Director of Graduate Studies.....C. C. Pitt, M.A., B.Paed., Ph.D.
Director of the Guidance Centre.....M. D. Parmenter, M.A.
Director of Vocational and Industrial Arts Teacher Education
R. D. Phillips, B.Sc., M.Ed., P.Eng.
Assistant Director of Vocational and Industrial Arts Teacher Education
A. W. Frizzell, B.A.Sc., P.Eng.
Supervisor of Practice Teaching.....D. F. Dadson, B.A., B.Ed.
Supervisor of Women Students.....Miss Helen B. St. John, M.A., O.A.
Director, Advanced Academic Recommendations.....H. M. Fowler, B.A., Ed.D.
Associate Director, Advanced Academic Recommendations
J. S. Carlisle, B.A., B.Paed.
Librarian.....Miss Dorothy A. Thompson, B.A.
Registrar.....Miss A. A. L. Elliott, B.A.

Note.—Communications to the Ontario College of Education should be addressed to the Registrar, Ontario College of Education, 371 Bloor Street W., Toronto 5.

GENERAL INFORMATION

The Ontario College of Education trains candidates for certificates as teachers and in particular for Provincial certificates as teachers in secondary schools. It also offers courses leading to the B.Ed., M.Ed., Ed.D., M.A., and Ph.D. degrees.

The buildings of the Ontario College of Education on Bloor Street contain lecture-rooms, laboratories, and reading-rooms for the accommodation of the students, and model class-rooms for observation and practice-teaching.

While the chief exercises of the Ontario College of Education will be conducted in the buildings on Bloor Street, the students in Education may use the University's library, gymnasium, and athletic fields, and Hart House, under such conditions as obtain with other students. They will also be admitted free to the Royal Ontario Museum, Bloor Street, and to the Toronto Art Gallery, Dundas St., from 9 a.m. to 5 p.m., on presentation of their registration cards.

HOUSING SERVICE

The Students' Administrative Council of the University of Toronto prepares annually a list of rooming houses, flats, apartments and homes. This list may be consulted at the housing office in The Students' Administrative Council building on the University campus. Through this service many opportunities have been afforded students, including those who are married, to obtain lodgings and board in exchange for part-time service.

A list of boarding and rooming houses for students is also prepared by the Ontario College of Education; copies may be obtained on request to the College Registrar.

COURSES AND CERTIFICATES

1. (1) The following courses are offered:

(*a*) Courses for the following certificates (all Interim): High School Assistants, Type B; High School Assistants, Type A;[1] Elementary-School Teachers,[2] Part I of the course for the Intermediate in Art;[4] Part I of the course for the Intermediate in Physical Education;[4] Part I of the course for the Intermediate in Industrial Arts;[3] Part I of the course for the Intermediate in Instrumental Music and in Vocal Music;[4] Part I of the course for the Intermediate in

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[1]See Section 18 (1).

[2]This course may not be completed in the regular College session but requires a subsequent summer session before the candidate will be recommended for the certificate.

[3]This course may not be completed in the regular College session but requires three subsequent summer sessions before the candidate will be recommended for the certificate.

[4]The courses leading to High School Assistants' certificates, Type A, in Physical Education, Art, Instrumental Music and Vocal Music are open only to those who qualify under Section 26.

Home Economics; the Intermediate in Home Economics; Part I of the course for the Intermediate Accounting or Secretarial in Commercial Subjects; Part I of the course for the Intermediate in School Librarianship; course for the Theatre Arts; Vocational, Type B; Vocational, Type A; Intermediate in Industrial Arts; Specialist in Industrial Arts.

(*b*) Course for the degree of B.Ed.

(*c*) Courses under the School of Graduate Studies for the degrees of M.A., M.Ed., Ed.D., and Ph.D.

(2) High School Teachers' Certificates.[1]

(*a*) Grades of Certificates:

The following grades of certificates qualify the holders for teaching in High Schools and Collegiate Institutes:

(i) An Interim High School Assistant's certificate, Type B, which qualifies the holder for five years as an Assistant.

(ii) A Permanent High School Assistant's Certificate.

(iii) An Interim High School Assistant's Certificate, Type A, which qualifies the holder for five years as an Assistant.

(iv) A High School Specialist's Certificate which qualifies the holder to be head of a Department.

(*b*) Requirements for the above Certificates:

(i) For an Interim High School Assistant's Certificate, Type B: The completion of the professional course of training for this certificate at the Ontario College of Education.

(ii) For a Permanent High School Assistant's Certificate: The Interim High School Assistant's Certificate, Type B, and two years' successful teaching experience in Ontario in a secondary school or in Grades IX or X of a Public or Separate School.

(iii) For an Interim High School Assistants' Certificate, Type A: The completion of the professional course of training for this certificate at the Ontario College of Education.

(iv) For a High School Specialist's Certificate: An Interim High School Assistant's Certificate, Type A, and two years' successful teaching experience in Ontario in the subject or subjects covered by the Interim High School Assistant's Certificate, Type A.

(*c*) The holders of Interim High School Assistants' Certificates, Type B, or Permanent High School Assistants' Certificates may secure Interim High School Assistants' Certificates, Type A, under the conditions outlined in Section 17 of this calendar.

SESSION

2. Enrolment will take place at 9 a.m., Tuesday, September 18. The Autumn Term will end December 19, at 5 p.m., and the Winter Term will begin January 2 at 9 a.m. The Spring Term will begin April 22 and end May 31.

[1]For certificates in Vocational Training and in Industrial Arts, see Section 79.

DUTIES OF STUDENTS

3. (1) Regular attendance on the part of candidates for Provincial certificates is indispensable, except for such as are exempt from attendance under the regulations of the Department of Education, and for such as are permitted by the Dean to act, after Christmas, for not more than a total of one week, as substitute teachers in the schools of Ontario.

(2) Students whose class-work shows them to be unduly deficient in scholarship, or whose attendance or progress is unsatisfactory, may be dismissed from attendance by the Council of the College at any time during the session.

(3) On the Dean's report to the Minister of Education as to the physical unfitness of a student for training for a Provincial certificate as a teacher, the Minister may require a special medical examination of such student, and, as a result thereof, may direct that his registration for such training be cancelled.

(4) Various religious, athletic, literary and dramatic associations are formed each session. For professional improvement all students shall share in the activities of the literary and dramatic associations.

FEES

4. (*a*) For Intramural Students:

High School Assistants' Course, Type B, and Vocational Training and Industrial Arts courses.

*Academic Fee	†Incidental Fees	Total Fee (if paid in one instalment)	First Term Instalment due Oct. 1	Second Term Instalment due Jan. 20
		Men		
$200	$53[1]	$253	$163	$93[2]
		Women		
$200	$33[1]	$230	$140	$93[2]

NOTES: 1. The Academic Fee (which includes the examination and University Library fees) and the Incidental Fees are to be paid to the UNIVERSITY OF TORONTO. After January 20, an additional deferred payment fee of $3 per month shall be imposed until the whole amount is paid.

*The fee is the same for the Session after Christmas as for the regular College Session.

†These Incidental Fees include the following fees:—

For men—Hart House; Students' Administrative Council; Athletic; Health Service; and Medical Examination for admission to the College.

For women—Students' Administrative Council; Athletic; Health Service; and Medical Examination for admission to the College.

[1]A student who holds an Ontario teaching certificate will pay $49 or $29, as the case may be, because he or she will not be required to take a medical examination.

[2]An additional charge of $3.00 is made for payment of fees in two instalments.

2. A late registration fee of $10.00 will be assessed against any student who registers after the last date for normal registration in his or her faculty or school.

3. There is no additional fee for a High School Assistants' course, Type A, or for a Supplementary course when taken concurrently with the High School Assistants' course, Type B.

(*b*) For Supplemental Examinations:	
Fee for examination in one subject of any course when repeated in a subsequent Session	$10.00
(*c*) For Summer Courses[1]	
Fee for the Initial Eight-Week Summer Course (including medical examination)	$155.00
Fee for the Completing Seven-Week Summer Course	80.00
Fee for the Regular Eight-Week Summer Course (including medical examination for non-Ontario teachers)	155.00
Fee for the Type A Seminars	75.00
Fee for the Intermediate Home Economics Summer Courses:	
Intermediate, Part I	25.00
Intermediate, Part II	25.00
Intermediate, Part III	25.00
Intermediate for graduates	75.00
Fee for the Commercial Summer Courses:	
Intermediate, Part I	25.00
Intermediate, Part II	25.00
Specialist	25.00
Vocational-Commercial	75.00
Supplemental examinations, per subject	5.00
Fee for Industrial Arts Summer Courses:	
Intermediate, Part III	25.00
Specialist, Part I	25.00
Specialist, Part II	25.00
Specialist, Part III	25.00
Fee for Vocational Summer Courses:	
Technical Institute Instructors, Part II or III	75.00
Type B for holders of H.S.A., Type B certs.	25.00
Type A, Part I	40.00
Type A, Part II	40.00
Occupational Trades, Part I	25.00
Emergency for Type B	75.00
Fee for School Librarianship Summer Course:	
Intermediate, Part I	25.00
Elementary-School Completing Course	25.00

[1]The incidental fees required of students in the regular session shall not be required of students in these summer sessions.

5. (1) FINAL EXAMINATIONS

No candidate will be permitted to take more than twice any final examination, or part thereof, for any certificate listed in this calendar.

(2) APPEALS

The answer papers of the final examinations of all unsuccessful candidates for Provincial certificates are re-read by the examiners, and the results of the first reading reconsidered before a decision to reject is reached. Despite this fact any unsuccessful candidate may have his case considered a third time if within two weeks after the announcement of the results he lodges with the Minister of Education his appeal, with a statement of the grounds on which it is based, and with a fee of $10.00. The fee will be refunded if the appeal is sustained.

6. SCHOLARSHIPS AND PRIZES

NOTE

As the value of an endowed scholarship or prize is dependent on the actual income of the fund, it is possible that the value of certain scholarships and prizes at the time of payment may be less than the amount stated in the calendar.

In those cases where the amount of the award is not payable from income earned on an endowed fund, payment will be dependent on the receipt of the amount of the annual award from the donor.

THE HUGH W. BRYAN MEMORIAL SCHOLARSHIP OF THE ONTARIO SECONDARY SCHOOL TEACHERS' FEDERATION

(1) The Ontario Secondary School Teachers' Federation has founded an annual scholarship of the value of the interest on $2,000 in memory of a former President of the Federation, Dr. Hugh W. Bryan. This scholarship will be awarded by the Bryan Memorial Scholarship Committee of the Federation, at the close of each session and after the receipt of a report from the Council of the College of Education, to the student in regular attendance throughout the session in the High School Assistants' Course who has shown "the most outstanding qualities of scholarship, teaching ability, and character."

THE LAURA L. OCKLEY SCHOLARSHIP IN HOME ECONOMICS

(2) Former students of Miss Laura L. Ockley, who was in charge of the training of Home Economics teachers in the University of Toronto from 1912 to 1943, have founded in her honour an annual scholarship of the value of $100. This scholarship will be awarded at the close of the session to a student in regular attendance in the High School Assistants' course, Type A, in Home Economics, or in the Intermediate Home Economics course, who has shown the most outstanding qualities of "scholarship and teaching ability in Home Economics and

leadership in human relations." Awards over a period of years will be made to students of the High School Assistants' courses, Type A, in Home Economics, and of the Intermediate Home Economics course in proportion to the registration in these courses during that period.

THE PAKENHAM MEMORIAL PRIZE

(3) As a memorial to Dr. William Pakenham, Dean of the Ontario College of Education from 1907 to 1934, the teachers of Ontario have founded an annual Memorial Prize of the value of the interest on $1,000. The Prize will be in the form of books stamped with the Coat of Arms of the University of Toronto, and will be awarded to the student who obtains the highest standing, as reported in the annual returns of the College, in the subjects of Part I of the High School Assistants' course, Type B, and in Practice Teaching.

THE JOHN THOMAS CRAWFORD MEMORIAL SCHOLARSHIP

(4) Mrs. J. T. Crawford has established an annual scholarship of $150 in the University of Toronto in memory of her husband, the late Professor John Thomas Crawford.

The scholarship, known as the John Thomas Crawford Memorial Scholarship, will be awarded to the candidate in the honour course in Mathematics and Physics in the University of Toronto who stands highest in the final examinations of the fourth year among those who proceed to the Ontario College of Education. The Scholarship will be paid on the successful completion of the fall term of the College of Education.

If no graduate of the Mathematics and Physics course attends the College the highest qualified candidate from the Physics and Chemistry course or from the Engineering Physics course, taken in that order, will be awarded the scholarship when other conditions are satisfied.

THE DU PONT OF CANADA SCHOLARSHIPS FOR SCIENCE OR MATHEMATICS TEACHERS

(5) The Du Pont Company of Canada Limited offers five grants of $1,500 each to be used (1) to help attract competent science or mathematics students into the teaching profession and (2) to encourage science or mathematics teachers presently teaching in secondary schools to improve their competency.

These scholarships may be awarded to (1) a graduate or an undergraduate in an honours course in, or who has majored in, science or mathematics and who agrees to enroll at the Ontario College of Education for the following academic year for training as a secondary school science or mathematics teacher, or to (2) a science or mathematics teacher already teaching in a secondary school and whose ability would be improved by a year's postgraduate work. Awards made for (1) and (2) are increased by $600 if the student or teacher is a married man.

Alternatively the faculty may use one grant of $1,500 to award five summer scholarships of $300 each to secondary school teachers for additional training in science or mathematics.

These scholarships are tenable for the academic year 1962–1963 and for the summer of 1962. Detailed information and application forms are available from the Registrar, Ontario College of Education. Completed applications must be submitted to the Secretary not later than April 1, 1962.

THE POLYMER CORPORATION SCHOLARSHIP IN MATHEMATICS AND SCIENCE

(6) The Polymer Corporation Limited of Sarnia, Ontario, has established a scholarship of $750 to promote interest and to increase the supply of teachers qualified to teach mathematics and science in secondary schools.

The scholarship will be awarded to a resident of Ontario who is an Arts or Science graduate of a recognized university, whose degree satisfies Canadian standards or who is a Polymer employee and who graduated within the last five years from a Canadian University. Candidates must be prepared to teach mathematics and/or science in a secondary school upon completion of the qualifying course at the Ontario College of Education.

Application forms are available at the Ontario College of Education, at any recognized Canadian university (c/o Registrar), or by direct request from Polymer Corporation Limited. Application forms must be received not later than April 1, 1962, by the Secretary, Scholarship Committee, Polymer Corporation Limited in Sarnia, Ontario.

THE CONFEDERATION LIFE ASSOCIATION BURSARY IN MATHEMATICS

(7) The Confederation Life Association offers a Bursary of $500 to encourage students to enter the teaching profession to become teachers of mathematics. The award shall be made to a deserving student (or students) by the Council of the Ontario College of Education. Applications shall be made before April 1 to the Registrar, Ontario College of Education.

THE CANADIAN MATHEMATICAL CONGRESS SCHOLARSHIPS

(8) The Canadian Mathematical Congress, the national organization of mathematicians, awards annually scholarships of $300 to honours graduates in mathematics from Ontario universities to aid them in attending the Ontario College of Education as candidates for Type A certificates in mathematics. Two scholarships are allotted to the University of Toronto and one each to Assumption University, Carleton University, McMaster University, Queen's University, University of Ottawa and University of Western Ontario.

The Awards are made by the various universities. Application should be made to the head of the Department of Mathematics at the student's university. Awards of $150 may be made to students who wish to qualify for admission to the Type A course and examinations in mathematics through summer courses. In such cases the award is made for the first summer only.

THE KATHARINE SHERK MEMORIAL FUND

(9) The Ontario Federation of Home and School Associations has set aside a fund of $2,500 in honour of a Past President of the Federation, the late Katharine Sherk, to be used to encourage university students to enter the teaching profession.

The Federation has recommended that for each of five years, beginning with the academic year 1958–1959, $500 be offered to a deserving student in the final year of a four-year honours course, or of a three-year course, who attends the Ontario College of Education during a regular session.

Applications shall be made before April 1 to the Registrar, Ontario College of Education.

ZONTA BURSARY—NELLIE LYLE PATTINSON AWARD

(10) The Zonta Club of Toronto offers an annual scholarship of $200 to a student registered in Home Economics in a teacher training institution. The award will be made not later than January 1 to an applicant who shows reasonable evidence of need, standing as a superior student and potential ability as a teacher.

ZONTA LOANS

Loans up to $250 will be made to any woman student repayable in eighteen months without interest. Apply to the Librarian of the College of Education.

THE ANNE W. CAMERON MEMORIAL AWARD

(11) The Home Economics Section, Ontario Educational Association, has established scholarships in memory of the late Miss Anne W. Cameron, Inspector of Home Economics, Ontario Department of Education, as follows:

(*a*) An award of $200 annually to a graduate from an Honour Course in Home Economics in an Ontario university who attends the Ontario College of Education to obtain a High School Assistant's Certificate, Type A, Home Economics.

(*b*) An award of $100 annually to a student enrolled at either the Ontario College of Education or the Toronto Teachers' College in a course leading to the Intermediate Certificate in Home Economics.

These awards will be made on the basis of scholastic achievement prior to entrance to a teacher training institution.

THE TORONTO BOARD OF EDUCATION TEACHING BURSARIES

(12) The Toronto Board of Education offers scholarships to candidates who qualify professionally through the Ontario College of Education special summer courses and who commit themselves legally to teach secondary school in Toronto for a period of five years after qualification.

For further details applicants should write to Mr. J. R. H. Morgan, Superintendent of Secondary Schools, Board of Education, 155 College Street, Toronto.

7. BURSARIES AND LOANS

(1) Dominion-Provincial Student Aid Bursaries may be awarded to students in financial need who are resident in Ontario and who are in attendance at the University of Toronto. Further information may be obtained from the Secretary of the Faculty.

(2) Provincial Student-Aid Loans of the Province of Ontario may be awarded to students in financial need who meet the conditions of the award. Application forms may be obtained from the Registrar, Ontario College of Education.

(3) Loans from the Ontario Secondary School Teachers' Federation are available to students of the winter course. Applications should be made to the Registrar, Ontario College of Education.

8. (1) HART HOUSE

All men students are required to become members of Hart House. The purpose and the conditions of this membership are defined in a bulletin to be distributed at the time of registration.

(2) UNIVERSITY HEALTH SERVICE

Information about this service may be obtained at registration.

COURSE FOR THE HIGH SCHOOL ASSISTANT'S CERTIFICATE, TYPE B[1]

CONDITIONS OF ADMISSION

9. (1) Except as provided in (2) and (3) below, an applicant for admission to the course for an Interim High School Assistant's certificate, Type B, shall make application not later than August 31, to the Registrar of the Ontario College of Education on an official form to be obtained from the Registrar, and should submit with this application, also on official forms which will be supplied by the Registrar:

[1]In all cases certificates referred to are Interim, not Permanent.

(*a*) A certificate of birth. An applicant must be at least 20 years of age before October 1 of the year in which he applies for admission.

(*b*) A certificate from a clergyman or other competent authority that he is of good moral character.

(*c*) If not born in Canada, a certificate from a competent authority that he is a Canadian citizen or a British subject or must submit a Declaration of Intention to become a Canadian citizen.[1]

(*d*) His transcript in duplicate and certificate of graduation as Bachelor or Master of Arts, Bachelor or Master of Science, Bachelor of Commerce, Bachelor of Science in Agriculture, Bachelor of Applied Science, Bachelor of Household Science, Bachelor of Music,[2] or Bachelor of Physical and Health Education, from a university, after a regular university course, approved by the Minister of Education as to admission requirements and as to content[3] of the undergraduate courses. Graduates of the University of Toronto should ask the Secretary of the Faculty of Arts to send the transcripts direct to the Ontario College of Education.

(2) Before the final admission, an applicant must submit an Acknowledgement of Preliminary Medical Report signed by a qualified physician on a form obtainable by the applicant from the Registrar of his university, the Ontario College of Education, or the Registrar, Department of Education.

Each applicant will be required before or during the course to pass a physical examination conducted by a medical examiner appointed for the purpose. A recommendation of exclusion will be made in cases of (1) a disease such as recent active tuberculosis or other communicable infection that might endanger the health of pupils, (2) a severe defect of vision, hearing, or speech; epilepsy except as noted in the next paragraph; serious and repeated or recent mental illness; or a marked cosmetic or orthopedic defect including dwarfism and gross obesity, (3) a disease such as severe heart disease, uncontrollable diabetes, etc., that would likely interfere with the performance of the usual duties of a teacher.

Where the medical report discloses conditions that may not, at the time, warrant exclusion but that may in future interfere with the person's teaching career, the student will be permitted to continue his course, provided that he signs a Consent Form waiving disability privileges under the Teachers' Superannuation Act. Acceptance with such a waiver may be recommended in the following cases: when there is a history of mental illness; when there is a history of tuberculosis (with evidence of inactivity); most cases of diabetes; heart disease without much disability; epilepsy, of moderate degree and well controlled by moderate amounts of medication; overweight; other conditions such as would increase the risk for insurance purposes.

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[1]This is in accordance with a Departmental requirement. See the Department of Education Act, 1954, Section 11 (i)(c).

[2]This refers to the degree in the course in Music Education of the University of Toronto introduced in 1946 and revised in 1960.

[3]The university course should include a minimum of 21 credits (7 full university courses) in at least three subjects that provide background for secondary school teaching.

If an applicant has reason to think that he might not pass the medical examination, he may apply for an advance medical examination about three months before the beginning of the course he proposes to attend, by writing to the Deputy Minister of Education requesting this privilege, and by remitting with the request the medical examination fee of $3.75 made payable to The Treasurer, Province of Ontario.

(3) No candidate will be admitted whose teaching certificate has been cancelled or suspended.

(4) Should a candidate for admission give evidence of his inability to speak English fluently enough to conduct a class in an Ontario secondary school, or should he for any other reason appear to be a poor prospect for the teaching profession, he may be asked to meet an Advisory Committee appointed by the Dean. On the recommendation of this Committee the candidate may be refused final admission.

(5) If an applicant, resident in Ontario, is rejected because of a medical examination, or a decision of the Advisory Committee appointed by the Dean, the applicant's fee will be refunded and the actual cost of transportation from the Ontario College of Education to the applicant's home will be paid by the College.

(6) An applicant for admission to this course who is not a candidate for the certificate of the Ontario Department of Education must comply with such conditions of admission as the Council of the Ontario College of Education may determine.

(7) Candidates eligible for admission to the Regular Eight-Week Summer Session may, if they prefer, attend a Regular Session of the College or a Regular Session from January to May, in order to secure a High School Assistant's certificate, Type B. (See Section 81.)

10. TEXT-BOOKS

The text-books for the academic work are those prescribed for the High Schools of Ontario in each subject of the student's course.

For Observation and Practice-teaching students should supply themselves with copies of all necessary school text-books.

11. PROGRAMME OF STUDIES

(1) The course of training for the Interim High School Assistant's certificate, Type B, consists of two parts as follows:

Part I: (*a*) General professional courses, including History and Philosophy of Education, Educational Psychology, and School Management and Law.

(*b*) Courses in the principles and procedures of teaching any *three*[1,2,3,4,5] of the following:

English
History
Geography
Mathematics
Science
Latin
French
German
Greek
Spanish
Italian
Russian
One of the Supplementary courses listed in Section 22.

Part II: Observation and Practice Teaching.

(2) Students in attendance in the High School Assistants' course, Type B, may take also, if they possess the required qualifications, a High School Assistants' course, Type A, and a Supplementary course, unless one has already been chosen as a third option of the Type B course.

(3) Diction, Voice Production, Guidance and Library Science.

Oral proficiency in English is expected of all students. Throughout the session lectures on Diction and Voice Production mentioned in Section 55 will be given. In these classes students will be given practice in effective reading, speaking and writing. Students requiring speech correction may be withdrawn by the Dean from their supplementary courses for this remedial work. All students will take a series of lectures in Guidance and a series of lectures in Library Science.

ORGANIZATION OF COURSE

12. (1) Instruction in the various teaching procedures best suited to the subjects of the High School courses will be based on a study of the academic

[1]Candidates for High School Assistants' certificates, Type A, as defined in section 18 (1), in selecting their subjects from (*b*) above, must include the corresponding subject or subjects of the High School Assistants' course, Type A.

[2]German, Spanish, Greek, Russian and Italian may be chosen only by candidates for the High School Assistants' certificates, Type A, except by permission of the Dean.

[3]Candidates should not choose French unless they have oral proficiency in the language, and have a thorough knowledge of phonetics, French grammar, and syntax.

[4]Candidates should not choose Science without having taken university courses in Science.

[5]When English is combined with Mathematics and Science, the emphasis in the English course will be upon language and composition.

content of each subject with a view to determining the quality of the student's scholarship and ability to apply appropriate principles.

(2) The following introductory work will be taken up at the beginning of the session:

(*a*) A brief course in the General Method of the Recitation as a preliminary to Observation and Practice-teaching.

(*b*) Supervised Observation and Practice lessons in secondary school grades. Students will be notified of the subject and scope of each Observation lesson, and should prepare the lesson beforehand. After observing the lesson they will discuss it with the teacher or lecturer concerned.

(3) The introductory course defined in (2) above will be followed by systematic Observation and Practice-teaching, under the general supervision of the lecturers in the Ontario College of Education.

Exclusive of the introductory work, the programme of instruction will include for each student at least 25 full days of Observation and Practice-teaching. This number may be increased to meet the needs of individual students.

(4) (*a*) The Observation and Practice-teaching for each student will be arranged to represent as far as practicable the work in all grades of the secondary schools.

(*b*) From time to time, throughout the College session, students will be excused from the regular College exercises, and will be assigned to approved practice-schools for continuous periods of Observation and Practice-teaching. For part of each of these periods of continuous practical work the student will be wholly responsible for the management of his class.

(5) Students will be notified of the subject and the scope of each Practice-teaching lesson required and shall prepare a plan of each Practice-teaching lesson for submission to the teacher.

(6) (*a*) The lecturers of the Ontario College of Education will develop the details of their subjects in the teaching order, and, after each suitable step, model lessons will be taught in special classes and in the practice schools.

(*b*) From time to time, the lecturers of the Ontario College of Education will be present at the Observation lessons and Practice-teaching of the students and will join in the criticism and valuation of their work.

EXAMINATIONS

13. (1) The final standing of students in attendance will be determined by the combined results of the sessional records and the records of the final examinations in the subjects of Part I, and by the results of the records of the Observation and Practice-teaching of Part II.

(2) The sessional records represent oral and written exercises, practical work, practice in making examination papers, and in valuing the answer-papers

of pupils, and written examinations which will test in particular the academic scholarship of the candidates.

(3) At the final examinations in Part I, each paper in the academic subjects will contain questions in methodology, which will test also the candidate's academic knowledge and, if his sessional records and his answers to these questions show that his academic knowledge is defective, he will be rejected on this ground alone.

(4) No student in Science or in Modern Languages will be recommended for a certificate who is not awarded 50% of the marks assigned to laboratory practice in Science or to the oral practice in the Languages.

(5) The maximum marks assigned to each subject in Part I will be 100. In all subjects a maximum of 40% of the marks will be assigned to the sessional records and 60% to the final written examinations.

CERTIFICATES[1]

14. (1) A student who obtains 50% of the marks in each of the required subjects of Part I and 60% of the aggregate of the marks in each of the divisions of Part II, may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim High School Assistant's certificate, Type B.

(2) A student who passes in Part II and fails in not more than two of the required subjects of Part I, of which only one may be a course in methods of teaching, will be exempted from further attendance.

(3) All other students who have failed to obtain the necessary final standing will be required to attend another regular session, or the two special summer courses leading to the High School Assistant's certificate, Type B.

SUPPLEMENTAL EXAMINATIONS

15. Candidates who failed at an examination under former regulations and who were exempted from subsequent attendance at the Ontario College of Education shall take, not later than a date determined in each case by the Minister of Education, the final examination papers as prescribed herein but their standing shall be determined in the subjects as constituted under the regulations in force when they first wrote.

Candidates exempt from attendance may take their written examinations in Part I at the Ontario College of Education, Toronto, or at one of the Provincial Teachers' Colleges outside of Toronto or, in the case of candidates who live in Provincial Districts, at approved local centres where inspectors of schools are available as presiding officers. Application for written examinations must be made by January 31. This regulation will apply to both Type B and Type A candidates.

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[1]In all cases certificates referred to are Interim, not Permanent.

Type A candidates exempt from attendance will take their practical tests at the Ontario College of Education, Toronto, or in special cases, at local centres under the supervision of the visiting Provincial Inspector. The conditions that determine these cases may be learned from the Ontario College of Education on application at the beginning of the session. Since the practical tests are final examinations, the results will be released at the same time as the results of the final written examinations of the Ontario College of Education. Application for practical tests must be made by December 31. This regulation will apply to both Type B and Type A candidates.

The final standing of students not in attendance will be determined by the final written examinations and by teaching in the department concerned. For this purpose the maximum of marks in each case will be 100.

Should a student fail a second time in either or both of his supplemental examinations, he may be admitted to the Regular Eight-Week Summer Course, choosing different options if he so wishes, or he may be asked to withdraw from teaching altogether. The decision rests with the Revising Board.

16. A teacher who has obtained standing in approved university courses to a total of 15 credits in one of the secondary school subjects, or standing to a total of 24 credits in two subjects, may apply to the Registrar of the Ontario College of Education to recommend to the Department of Education that his certificate be endorsed after the candidate has secured the necessary credits and has subsequently completed a year of successful teaching in the subject(s) of his concentration.

COURSES FOR HIGH SCHOOL ASSISTANTS' CERTIFICATES, TYPE A[1]

CONDITIONS OF ADMISSION

17. (1) Applicants for admission to the courses for High School Assistants' certificates, Type A, shall also be applicants for admission to the course for the High School Assistant's certificate, Type B. No candidate will be awarded a High School Assistant's certificate, Type A, or receive credit towards said certificate *before* he has been awarded a High School Assistant's certificate, Type B.

(2) A candidate for a High School Assistant's certificate, Type A, who is also a candidate for admission to the course for a High School Assistant's certificate, Type B, shall comply with the conditions for admission prescribed for candidates for the High School Assistant's certificate, Type B, and shall submit evidence of the required standing in the final or graduation courses approved by the Minister of Education.[2]

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[1]In all cases certificates referred to are Interim, not Permanent.

[2]For information regarding the alternative plan for admission to Type A courses, communicate with the Registrar, Ontario College of Education.

COURSES

18. (1) Courses will be offered for Interim High School Assistants' certificates, Type A, in Agriculture, Classics, English, English and French, English and German, English and Latin, English and Spanish, English and History, Geography, History, French Language and Literature,[1] French and German, French and Italian, French and Spanish, French and Russian, Latin and French, Latin and Greek, Latin and Italian, Mathematics, Mathematics and Physics, Science, Physics and Chemistry, Physics and Biology, Chemistry and Biology, and Home Economics.

(2) Courses will also be offered leading to High School Assistants' certificates, Type A, in Physical Education, Art, Instrumental Music, and Vocal Music, under the conditions defined in Section 26.

(3) Each Type A course shall consist of at least the equivalent of two seminar periods per week throughout the Session and of special Observation and Practice-teaching in the subjects in which the candidate is an applicant for a High School Assistant's certificate, Type A.

TEXT-BOOKS

19. Students in the courses for High School Assistants' certificates, Type A, shall supply themselves with such text-books as may be recommended by the instructors.

EXAMINATIONS

20. Subject to the condition that no student may be awarded a High School Assistant's certificate, Type A, who does not already hold or is not also awarded a High School Assistant's certificate, Type B, the final standing of students in attendance in the High School Assistants' courses, Type A, will be determined by the records of the Practice-teaching in the department or subject concerned, and by the combined results of the sessional records and the records of the final examinations in the same department or subject. The sessional records represent oral and written exercises, practical work, practice in preparing examination papers, and in valuing the answer-papers of pupils, and such term work as the instructors may prescribe. The records of the final examinations will be based upon two examination papers taken in each department at the close of the session. The maximum marks represented in the Practice-teaching will be 100; in the sessional records 40; and in the final written examinations of the department or subject 60.

CERTIFICATES[1]

21. (1) On the recommendation of the examiners the Minister of Education may grant the High School Assistants' certificates, Type A, referred to in Section 18 to students in attendance who have fulfilled the conditions of the course for

[1]In all cases certificates referred to are Interim, not Permanent.

the High School Assistant's certificate, Type B, and in their High School Assistants' course, Type A, have obtained (*a*) 66% of the aggregate of marks represented in the sessional records and the records of the final examinations and (*b*) 66% of the marks assigned to the Practice-teaching.

(2) On the recommendation of the examiners the Minister of Education may grant the High School Assistants' certificates, Type A, of Section 18 (1) to students who are awarded High School Assistants' certificates, who are duly qualified for admission to a High School Assistants' course, Type A, and who obtain 66% of the marks assigned to the written examinations and to the practical test, respectively, in the High School Assistants' course, Type A, concerned.

(3) Students who are awarded High School Assistants' certificates, Type A, in Home Economics under (1) and (2) above and who hold or obtain Elementary-School teacher's (or First Class) or Second Class certificates are qualified to teach in the Home Economics departments of Public and Separate Schools.

SUPPLEMENTARY COURSES[1]

22. Students in attendance in the High School Assistants' course, Type B, may take also *one*[2] of the following Supplementary courses in addition to the Type B course or as part of the Type B course:

I. Course for Part I of the Intermediate Physical Education certificate.[5]
II. Course for Part I of the Intermediate Art certificate.[5]
III. Course for Part I of the Intermediate Vocal Music certificate.[5]
IV. Course for Part I of the Intermediate Instrumental Music certificate.[5]
V. Course for Part I of the Intermediate Accounting or Secretarial Commercial certificate.[3,4,5]
VI. Course for Part I of the Intermediate Industrial Arts certificate.[5]
VII. Course for Part I and Part II of the Intermediate certificate in Home Economics.
VIII. Course for the Intermediate Home Economics certificate.[6]

[1]Students taking the High School Assistants' courses, Type A in Physical Education, Art, Vocal Music, Instrumental Music, or Home Economics are responsible for Part I of the Intermediate course, or in the case of Home Economics the Intermediate course as an optional subject in the Type B course.

[2]A candidate who selects Vocal Music as an optional subject of the High School Assistants' course, Type B, may, with the approval of the instructor, choose Instrumental Music as a supplementary course.

[3]A supplementary course for beginners in Bookkeeping, Shorthand, Typewriting, and Penmanship is open to any one not taking a Type A course who wishes to commence the study of these subjects with the intention of continuing in commercial education.

[4]Students must select either the work of the Intermediate accounting or the Intermediate Secretarial course in Commercial Subjects.

[5]These certificates may be completed in Summer sessions.

[6]Admission to this course is restricted to students who submit evidence of graduation, with a standing not lower than 60% in the Home Economics of the final year from a University course approved by the Minister of Education.

IX. Course for Part I of the Intermediate School Librarianship certificate.[1]
X. Course for the Theatre Arts certificate.
XI. Course for Part I of the Elementary-School Teachers' certificate.[2]

Within one month of the beginning of the above Supplementary courses, the student shall satisfy the instructor of the Supplementary course he has chosen that he is adapted to the study of the course, or his registration in the Supplementary course shall be cancelled.

23. (1) The subjects of supplementary courses I–XI shall be those set forth in Sections 46–54 and 31, respectively. Observation and Practice-teaching are obligatory in each of these supplementary courses.

(2) Students in supplementary courses I–XI shall supply themselves with such text-books and equipment as may be recommended.

EXAMINATIONS OF SUPPLEMENTARY COURSES I–X[3]

24. (1) PHYSICAL EDUCATION:

Practical Tests:

FOR WOMEN: Fundamental Movements, Dance, General Activities, Games.
FOR MEN: Basic Drill, Gymnastics, Apparatus, Games, Swimming.
Fifty per cent of the marks in each of the practical tests shall be assigned to the sessional and fifty per cent to the final tests.

Written Examination:

Theory, Methods and Materials.

(2) ART:

Practical Tests:

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering.

Written Examinations:

Theory and History of Art, Methods of Teaching Art.

(3) VOCAL MUSIC:

Practical Tests:

Sight Singing and Ear Training, Voice Training and Song Material, Conducting.

Written Examinations:

Rudiments of Music, Music Appreciation, Methods.

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[1]Part II may not be taken in the Summer immediately following a Regular Winter Session.
[2]The Supplementary Course leading to the Elementary-School Teacher's certificate may not be completed in the Regular session but requires one subsequent summer session before the candidate will be recommended for the certificate.
[3]See Section 32 for Course XI.

(4) INSTRUMENTAL MUSIC:

Practical Tests:

Sight Singing and Ear Training, Technical Training, Conducting.

Written Examination:

Methods.

(5) COMMERCIAL SUBJECTS:

(*a*) Intermediate Accounting:

Practical Tests:

Typewriting, Penmanship.

Written Examinations:

Bookkeeping, Typing Methods, Bookkeeping Methods.

(*b*) Intermediate Secretarial:

Practical Tests:

Typewriting, Penmanship.

Written Examinations:

Shorthand Theory, Shorthand Methods, Typing Methods.

(6) INDUSTRIAL ARTS:

Practical Tests:

Draughting, Woodworking, Sheet Metal Work, Machine Shop Practice.

Written Examination:

Methods of instruction and class organization of the General Shop.

(7) HOME ECONOMICS—Part I and Part II of the INTERMEDIATE COURSE:

Term Work:

Food and Nutrition; Clothing and Textiles.

Written Examinations:

Theory and Methods, Grades IX and X, Parts I and II.

(8) HOME ECONOMICS—INTERMEDIATE COURSE:

Term Work:

Meal Management; Care of the Home and Family; Clothing—Selection, Construction and Care.

Written Examinations:

Theory and Methods. Parts I and II.

(9) SCHOOL LIBRARIANSHIP

Practical Tests:

Classification; Cataloguing; Reference Work; Book Selection; School Library Administration.

Written Examination:

School Librarianship.

(10) THEATRE ARTS

Practical Tests:

Play Production and Direction, Oral Reading, Oral Composition, Group Discussion.

Written Examinations:

Methods of Teaching Theatre Arts.

(Voice Production, Diction, Oral Reading, Public Speaking, Role Playing, Memory Work.)

CERTIFICATES FOR SUPPLEMENTARY COURSES I–X[1,2]

25. (1) On the recommendation of the examiners the Minister of Education may grant Part I of an Intermediate certificate in Art, Commercial Subjects, Physical Education, Vocal Music, Instrumental Music, or Industrial Arts[3] or Part I of an Intermediate certificate in School Librarianship, or a certificate in Theatre Arts, as the case may be, to a student in the course for a High School Assistant's certificate, Type B, provided that the said student is awarded a High School Assistant's certificate, Type B, and obtains a minimum of 60% of the marks assigned to practice-teaching and a minimum of 50% of the marks assigned to each subject of the written examinations and practical tests. On the recommendation of the examiners the Minister of Education may grant Part I and Part II of an Intermediate certificate in Home Economics, or an Intermediate certificate in Home Economics, provided that the said student is awarded a High School Assistant's certificate, Type B, and obtains a minimum of 60% of the marks assigned to practice-teaching and a minimum of 60% of the marks assigned to each subject of the written examinations and practical tests. A student in Home Economics who obtains a minimum of 60% of the marks assigned to practice-teaching and a minimum of 50% of the marks assigned to each subject of the written examinations and term work will meet the requirements of the High School Assistants' course, Type B, as far as Home Economics as an optional subject is concerned, but will not be awarded Part I and Part II of an Intermediate certificate in Home Economics or an Intermediate certificate in Home Economics, as the case may be, unless she obtains a minimum of 60% in each subject of the written examinations and practical tests.

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[1]See Section 33 for Course XI.
[2]In all cases certificates referred to are Interim, not Permanent.
[3]Part I of Four Parts.

No student will be recommended for a certificate or for standing in Art or Physical Education or Vocal Music or Instrumental Music or Industrial Arts or Home Economics or Commercial Subjects or School Librarianship or Theatre Arts whose attendance or progress in any part of the course has been reported as unsatisfactory.

(2) The Dean will investigate the claims of the candidates for Part I of the Intermediate certificate in Physical Education who report themselves as unable for physical reasons to take the course in swimming, provided that such claims are presented to the instructor on a form and after a manner defined by the Minister of Education. Candidates who are exempted by medical certificate from the course in swimming and candidates who have failed to obtain pass standing in the course in swimming may be awarded Part I of the Intermediate Physical Education certificate endorsed "not including swimming".

(3) On the recommendation of the examiners, the Minister of Education may permit candidates in the supplementary courses I–X who have been awarded High School Assistants' certificates, Type B, and have obtained a minimum of 60% of the marks assigned to practice-teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

(i) In Physical Education or Industrial Arts or Home Economics, candidates who fail in the written examination, but pass in all the subjects of the practical tests may complete their standing by passing in the written examination at a subsequent examination without further attendance; candidates who pass in the written examination but fail in one or more of the subjects of the practical tests may complete their standing by passing in the subjects concerned at a subsequent Summer Session under conditions to be determined by the Principal of the Summer School or by arrangement with the Ontario College of Education. All other candidates who fail shall repeat the course for standing.

(ii) In Art or Vocal Music or Instrumental Music, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests such candidates must try the tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School or by arrangement with the Ontario College of Education. All other candidates who fail shall repeat the course for standing.

(iii) In the Commercial course, candidates will be allowed credit towards Part I of the Intermediate certificate in the subject or subjects in which they are successful but to meet the requirements of the High School Assistants' Course, Type B, as far as commercial subjects as an optional subject is concerned, they must pass all the examinations of the course.

(iv) Failure to secure standing in the practical tests in Theatre Arts or School Librarianship means that a certificate cannot be awarded. Since these courses are not offered in the Summer, supplementary examinations are not available. If candidates fail to obtain standing in the written tests, they may rewrite at a subsequent annual examination.

COURSES FOR THE HIGH SCHOOL ASSISTANTS' TYPE A CERTIFICATES IN PHYSICAL EDUCATION, ART, VOCAL MUSIC, AND INSTRUMENTAL MUSIC

26. (1) Admission to the High School Assistants' course, Type A, in Physical Education as well as Part I of the Intermediate course in Physical Education will be granted to students (i) who hold the degree of Bachelor of Physical and Health Education of the University of Toronto with a final standing not lower than 60%, or (ii) who are otherwise qualified to enter the High School Assistants' course, Type B, and who hold the degree of Bachelor of Physical and Health Education of Queen's University with a final standing not lower than 60%, or (iii) who hold the degree of Bachelor of Arts of the University of Western Ontario obtained in the honour course[1] in Physical Health and Recreation Education, with a final standing not lower than 60% or (iv) who hold the degree of Bachelor of Physical Education of McMaster University with a final standing not lower than 60%.

(2) Admission to the High School Assistants' course, Type A, in Art as well as Part I of the Intermediate course in Art will be granted to students who hold the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Fine Art or in Art and Archaeology with a final standing not lower than 66%.

(3) Admission to the High School Assistants' course, Type A, in Vocal Music[2] will be granted to students (i) who hold either the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Music or the Bachelor of Music degree of the University of Toronto obtained in the course in Music Education,[3] with a standing of at least 60%, or (ii) who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the degree of Bachelor of Music of the University of Toronto obtained in the course in General Music, or (iii) who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the teacher's or performer's diploma of the Royal Conservatory of Music of Toronto, or the Special Music certificate of Queen's University, or the Associate (teacher's) diploma of the Western Ontario Conservatory of Music, or the Diploma of Music Graduate in Pedagogy of the University of Western Ontario.

Admission to the High School Assistants' course, Type A, in Instrumental Music will be granted to students who hold the Bachelor of Music Degree of the University of Toronto obtained in the course in School Music.[3]

27. Students admitted to the High School Assistants' course, Type A, in Physical Education, Art, Vocal Music or Instrumental Music under Section 26

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[1]Graduates of this course with the Recreation option are not eligible for the Type A course in Physical and Health Education.

[2]Students of the Type A course in Vocal Music may, with the approval of the instructor, take Part I of the Intermediate course in Instrumental Music.

[3]This refers to the degree in the course in Music Education of the University of Toronto, introduced in 1946 and revised in 1960.

shall supply themselves with such text-books and equipment as may be recommended by the instructors.

CERTIFICATES

28. (1) On the recommendation of the examiners, the Minister of Education may grant High School Assistants' certificates, Type A, in Physical Education, Art, Vocal Music or Instrumental Music to those admitted under Section 26 who fulfil the conditions stated in Sections 20 and 21 (1).

(2) Students who are awarded Interim High School Assistants' certificates, Type A, in Physical Education, Art, Vocal Music or Instrumental Music under Section 26 and who hold, or obtain, Elementary-School Teacher's (or First Class) certificates may also be awarded Supervisors' certificates valid in Public and Separate Schools.

COURSE FOR THE ELEMENTARY-SCHOOL TEACHER'S CERTIFICATE[1,2]

29. The course is conducted in accordance with the conditions prescribed in the Regulations, and Courses of Study of the Ontario Teachers' Colleges. It may not be completed in the regular College session but requires a subsequent Summer Session before the candidates will be recommended for the certificate.

CONDITIONS OF ADMISSION

30. Applicants for admission to the course for the Interim Elementary-School Teacher's certificate or to supplemental examinations for said certificate shall comply with the conditions of admission and attendance prescribed for candidates for the Interim High School Assistant's certificate, Type B. No candidate will be awarded an Interim Elementary-School Teacher's certificate before he has been awarded an Interim High School Assistant's certificate, Type B.

PROGRAMME OF STUDIES

31. The course of training, which is supplementary to the course of training for the High School Assistant's certificate, Type B, includes the following subjects some of which will be offered in the regular College session, the remainder in a Summer Session:

Part I: Educational Psychology; School Management; English; Mathematics; Social Studies; Science; Art; Music; Physical Education; Health; Industrial Arts.

Part II: Observation and Practice-teaching—at least ten full days—to be

[1]Course XI as listed in Section 22.

[2]In all cases the certificate is referred to is Interim, not Permanent.

conducted under conditions defined in Ontario Teachers' College courses for the Elementary-School Teachers' certificate.

EXAMINATIONS

32. (1) Subject to the condition that no student may be awarded an Elementary-School Teachers' certificate who is not also awarded a High-School Assistants' certificate, Type B, the final standing of the students in attendance in the course for an Elementary-School Teacher's certificate will be determined by the records of the Observation and Practice-teaching and by the combined results of the sessional records and the records of the final examinations in such course.

(2) The examinations in the subjects of the course for an Elementary-School Teacher's certificate will be conducted in the terms and under the conditions set out in the Teachers' College Courses for the Elementary-School Teacher's certificate.

CERTIFICATES

33. (1) (*a*) Subject to the conditions of section 32 (1), a candidate who obtains 50% of the marks in each subject of the course and 60% of the aggregate of the marks in each of Observation and Practice-teaching may, on the recommendation of the examiners, be awarded by the Minister of Education an Elementary-School Teacher's certificate.

(*b*) Subject to the same conditions, a candidate who passes in Observation and Practice-teaching and fails in not more than two subjects will be exempted from further attendance and may complete his course for an Elementary-School Teacher's certificate by rewriting at one annual examination the examinations in the subject or subjects in which he failed.

(2) All candidates other than those referred to in (1) (*b*) above who have failed to obtain the necessary final standing will be required to attend such other sessions as the Minister may prescribe.

(3) The Regulations of the Department of Education respecting Permanent Elementary-School Teachers' certificates are contained in the Department's Circular 614(*a*).

DETAILS OF SUBJECTS

34. The details of the subjects of the courses for High School Assistants' certificates, Types A and B, for Part I of the Intermediate courses in Physical Education, Art, Instrumental Music, Vocal Music, Home Economics, Industrial Arts, and School Librarianship for the Intermediate certificate in Home Economics, and for the Theatre Arts certificate, are set out below.

For the course for the Elementary-School Teachers' certificate these details and subjects shall be supplemented by the details and subjects set out in the Teachers' College courses for the Elementary-School Teachers' certificate.

INTRODUCTION TO HISTORY AND PHILOSOPHY OF EDUCATION

35. The nature, foundations and status of Educational Theory: historical review and consideration of purposes and aims of education.

The significance for modern educational thought and practice, of broadly distinctive schools of philosophy: survey of the values and practices emphasized by outstanding educationists, particularly, but not exclusively, of the last two centuries.

Current educational thought: contemporary aims, problems and practices in education, with particular reference to secondary education.

School and society: relationship of school to the home and other educational agencies in the community.

EDUCATIONAL PSYCHOLOGY

36. (1) (*a*) *The psychology of adolescence.*—The place of the adolescent in our culture; his physical, social, emotional, and intellectual growth; formal and informal means of assessing individual development in these areas; adapting schooling to individual differences.

(*b*) *The psychology of learning.*—Introduction to the learning process; motivation; various patterns of teacher-leadership; classroom discipline; the learning of concepts and principles; identification and the acquisition of attitudes; practice and the learning of skills; transfer of training; evaluation of educational achievement.

(*c*) *The psychology of adjustment.*—The mental health of teacher and pupils.

(2) **Guidance.** Basic principles and current practices in guidance.

SCHOOL MANAGEMENT AND LAW

37. Basic problems in the organization and management of a provincial school system and of secondary education.

Ontario law and practice, with particular reference to curriculum, school districts, types of schools, attendance, finance.

Detailed study of the powers and duties of provincial and local authorities, teachers, and others responsible for the conduct of secondary schools.

ENGLISH

38. (1) *Literature.*—The values inherent in the study of good literature on a High School level; the methods of presenting such literary forms as the poem, the drama, the essay, the short story, and the novel; the choosingof suitable text-books for pupils of different abilities and grades; planning the courses of study for Grades IX to XII; the setting and marking of examination papers; oral and supplementary reading.

(2) *Composition.*—The basic aim in teaching composition; the place and

treatment of grammar, rhetoric, logic, and word study in the teaching of composition; principles to be followed in arranging the courses for Grades IX to XII; studying models; assigning, planning, valuing, and correcting compositions; improving the pupils' oral English; conducting class discussions.

SEMINAR IN ENGLISH

For Type A candidates in English and, in part, English and French, English and Latin, English and German, English and Spanish, and English and History.

Methods of presenting the work prescribed for study in Grade XIII during the current year; teaching and discussion of selected topics; the English specialist.

HISTORY

39. The value and objectives of History in the secondary school curriculum; the nature of History as a high school subject; courses of study in the Intermediate and Senior Divisions in Ontario; demonstration and discussion of teaching procedures; planning a course of study; standards and examinations; books and other equipment.

SEMINAR IN HISTORY

For Type A candidates in History and, in part, English and History. Teaching and discussion of selected topics from the courses of study in the Senior Division; the role of the specialist teacher.

GEOGRAPHY

40. The meaning of Geography; the value and objectives of Geography in the secondary school curriculum; the courses of study in the Intermediate and Senior Divisions in Ontario; demonstration and discussion of teaching procedures; the use and value of books, audio-visual aids, and other equipment; planning course of study; standards and examinations.

SEMINAR IN GEOGRAPHY

For Type A candidates in Geography.

Teaching and discussion of selected topics from the courses of study in the Senior Division; the role of a Specialist teacher in a secondary school.

MATHEMATICS

41. A consideration of:

(*a*) the courses of study, Grade IX to Grade XII.

(*b*) methods of presenting topics in the various courses with special emphasis on the work of the earlier grades and on historical background.

(*c*) computation with numbers obtained from measurement,

(*d*) the use of mathematical models and devices to provide motivation and to illustrate applications of the work in Mathematics.

SEMINAR IN MATHEMATICS

For Type A Candidates in Mathematics and, in part, Mathematics and Physics.

Methods of presenting prescribed Grade XIII topics in Trigonometry and Statics, Analytic Geometry and Senior Algebra. The analysis of some of the more difficult problems in Grade XII Geometry is also considered. In Statics, an experimental treatment of the work, as well as problem solving, is emphasized. Consideration is given to examinations in Mathematics, the teaching of the more mature or gifted pupils, historical references, mathematical models and equipment.

SCIENCE

42. *General Science.*—The content and methodology of the courses for Grades IX and X. Emphasis on the use of living specimens in the teaching of biology; other visual aids such as preserved specimens, diagrams, charts, models, photographs, lantern slides, films, microprojectors; laboratory classes; demonstration experiments; pupils' reports; classroom discussion in relation to experimental work.

Physics and Chemistry.—The content and methodology of the prescribed courses for Grades XI and XII. Methods of conducting laboratory classes; demonstration experiments; the care and use of equipment; development (inductively) of the laws of physics and chemistry.

SEMINAR IN SCIENCE

For Type A candidates in Science *or* Physics and Chemistry *or* Physics and Biology *or* Chemistry and Biology and, in part, Mathematics and Physics.

Methods of presenting the topics prescribed for study in Grade XIII physics, chemistry, and biology during the current year. The purchase, storing, maintenance and repair of apparatus; the organization of the science programme; science clubs; the keeping of living animals and plants. The seminars in each of physics, chemistry and biology are conducted separately.

SEMINAR IN AGRICULTURE

For Type A Candidates in Agriculture[1]

43. The History of agricultural education in the United States and Canada and particularly in Ontario: developments prior to 1904; developments since 1904; the influence of Departmental regulations, the Ontario Agricultural College, Summer Courses and various organizations in the development of agricultural education; the present regulations of the Department of Education and their relation to the teaching of Agriculture in the elementary and secondary schools and Teachers' Colleges; qualifications of teachers; relations of school boards and

[1]Candidates for the High School Assistant's certificate, Type A, in Agriculture shall take also the Science of the course for the High School Assistant's certificate, Type B.

teachers; provisions for inspection and reports; elective courses, and vocational agricultural courses in secondary schools.

Equipment and methods; special equipment needed for agricultural topics; arrangement of laboratory and classroom; storage and care of apparatus; preparation of illustrative material and charts; the projection lantern; the moving picture machine; agricultural periodicals, reference books and other sources of information; the school garden, planning and care; beautification of school grounds; home projects and collections; planning of courses; types of lessons; use of illustrative material; correlation of the science subjects in courses in agriculture.

LATIN AND GREEK

44. An examination of methods in various aspects of the teaching of Latin and Greek, including: oral reading of prose (Caesar, Livy, Nepos) and poetry (Virgil, Ovid); morphology; grammar and syntax; derivation; audio-visual aids and interest devices; historical background of prescribed authors.

SEMINAR IN CLASSICS

For Type A Candidates in Classics, Latin and Greek, and, in part, Latin and French, and English and Latin.

An examination of methods applicable to the prescribed courses in Grade XIII Latin and Greek authors for the current year, involving a study of adequate translation and of literary appreciation of the prescribed passages; the philosophy of Horace; the Hexameter, Elegaic, Sapphic and Alcaic metres; Latin continuous prose composition.

FRENCH, GERMAN, SPANISH, ITALIAN, OR RUSSIAN

45. Pronunciation: Study of sounds and their spelling; phonetic symbols; devices for teaching; intonation exercises; dictation; singing.

Course of Studies in Grades IX and X: Introductory lessons, including conversational work for beginners; reading for comprehension; vocabulary building, conversation based on reading; paraphrasing; dictation; functional grammar; stressing the verb and pronoun.

Course of Studies in Grades XI and XII: Methods of conducting reading; increased emphasis placed on writing; grammar; translation from English into the foreign language; supplementary reading; testing.

Illustration of methods in typical lessons.

The course will stress oral practice in the foreign language.

SEMINAR IN MODERN LANGUAGES

For Type A Candidates in French Language and Literature *or* French and German *or* Spanish *or* Italian *or* Russian, and in part, Latin and French *or* Italian, English and French *or* German *or* Spanish.

In the seminar in Modern Languages, stress will be laid upon methods of presenting the work to be studied in Grade XIII during the current year.

Topics treated will include: Teaching of advanced grammar and prose composition; correction of written work; conducting of reading lessons; sight reading; supplementary reading; free composition; conversation; making of examinations; use of dictionaries and books of reference.

PHYSICAL EDUCATION

46. This course is outlined in the Courses of Study for Grades IX–XIII issued by the Ontario Department of Education.

PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

Theory, Methods and Materials in Health and Physical Education for Grades IX and X.

Practice (for men):

(*a*) Basic Drill; (*b*) Gymnastics; (*c*) Apparatus; (*d*) Games; (*e*) Swimming.

Practice (for women):

(*a*) Fundamental Movements; (*b*) Dance; (*c*) General Activities; (*d*) Games.

SEMINAR IN PHYSICAL EDUCATION

For High School Assistants', Type A Candidates

(1) *Physical Education*:

(*a*) Material:

Survey of Material for Grades IX–XIII

Women—Fundamental movements, general activities, dance, games, swimming.

Men—Basic drill, gymnastics, apparatus, games, swimming.

(*b*) Theory:

(i) Aims, objectives, principles; (ii) Teaching techniques; (iii) Lesson planning; (iv) Programme planning; (v) Evaluation—testing and marking; (vi) Administration of the physical education department.

(2) *Health Education*:

(*a*) Material:

Survey of material for Grades IX–XII

Health practices related to anatomy and physiology;

Body mechanics, first aid, safety

Healthful living, child study (women)

(*b*) Theory:

(i) Aims, objectives; (ii) Teaching techniques; (iii) Lesson planning; (iv) Use of visual aids, text-books, references, notebooks; (v) Programme planning; (vi) Evaluation.

ART

47. PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

Creative pictorial expression, drawing and sketching from objects, plastic design, model-making, design and lettering, theory and history of art, methods of teaching art.

SEMINAR IN ART.

For High School Assistants', Type A Candidates

The seminar in Art will discuss classroom methods and problems relating to the advanced grades. Special emphasis will be given to (*a*) the securing, organizing and use of illustrative source material, such as slides, prints and exhibitions which can be used to interpret and intensify the study of art history and art criticism; (*b*) a more advanced study of the theory, history and practice of art.

VOCAL MUSIC

48. PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

Sight Singing and Ear Training:

The tonic solfa system; sight reading of songs based on the theory for Grades IX and X; singing of major and minor scales (all forms); writing of simple exercises from dictation; detection of errors in the performance of unison songs.

Vocal Training and Song Material:

The adolescent voice; choral singing; practice in tone production, intonation, diction, and breath control; blending of voices in part singing; interpretation; analysis of song material for Grades IX and X.

Conducting:

The conducting patterns of common metres; special problems: attack and release, incomplete bars, expression, use of the left hand.

Rudiments of Music:

Notation (notes, rests, clefs); intervals and their inversion; metre and rhythm; scales (diatonic and chromatic); transposition; musical terms, abbreviations and ornaments.

Music Appreciation:

Teaching of the topics prescribed for Grades IX and X in the Department of Education Course of Study.

Methods:

General principles of music education; analysis of the course for Grades IX and X; voice testing; teaching of rote songs, reading songs, part songs and theory; use of the piano; integration of music with other subjects; the relation of the

school orchestra to the vocal programme; elementary scoring and transposition for instruments.

SEMINAR IN VOCAL MUSIC

For High School Assistants', Type A Candidates

Sight Singing and Ear Training:

Sight reading of songs based on the theory prescribed for Grade XIII; extraneous modulation; singing of major scales from any note in the scale to its octave; singing of intervals contained in the major and minor scales (all forms); writing of exercises in two parts from dictation; recognition of chords listed below for harmony; detection of errors in the performance of more advanced part songs.

Voice Training and Song Material:

Advanced study of topics listed in Part I of the Intermediate Course through choral works; unaccompanied singing; modern theories of voice training; the teaching of special classes in voice training; selection of song, choral and operatic material for Grade XIII classes, public performances and festivals.

Conducting:

Practice in conducting school choirs, assemblies and operettas; advanced problems; changes of time signature, contrapuntal works, special effects, etc.

Operetta:

The detailed study and preparation of an operetta for public performance.

Music Appreciation:

Teaching of the topics prescribed for Grade XIII; the analysis of selected compositions with special attention to the prescribed works for Grade XIII; use of miniature scores; supplemental reading; evaluation of recordings for school use; use of radio in music appreciation.

Methods:

Modern theories of music education; with application to all the topics listed in the prescribed course for Grade XIII.

INSTRUMENTAL MUSIC

49. PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

Sight Singing and Ear Training:

As in Section 48.

Technical Training:

Fundamentals of tone production and basic fingering in all families of instruments; playing scales, diatonic and chromatic; simple melodies; reading orchestral scores of elementary range; construction and care of all types of instruments.

Conducting:

The conducting patterns of common metres; special problems of conducting in instrumental groups.

Methods:

General principles of organization and instruction of instrumental classes; special methods of class teaching for strings, band classes, or combined groups.

NOTE: This is a practical course, with the emphasis laid on two essential points,
(i) individual mastery of instruments;
(ii) methods of class teaching.

SEMINAR IN INSTRUMENTAL MUSIC
For High School Assistants', Type A Candidates

Sight Singing and Ear Training:

As in Section 48.

The Orchestra and Band:

Orchestral playing, organization and conducting; selection of music for Grades IX to XIII class study, for orchestras and bands of Secondary School calibre, and for public performance and festivals.

Conducting:

Practice in conducting school choirs, assemblies and operettas: advanced problems.

Arranging:

Transcription and arranging of selections from piano score for full orchestra or band; transposition for all instruments.

Methods:

Advanced study of topics listed in the Elementary Type A course.

Class instruction of instrumental classes, beginners and advanced classes, with all types of instruments.

50. (1) PART I AND PART II OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE IN HOME ECONOMICS

Principles underlying topics suggested for Grades IX and X, INTERMEDIATE DIVISION. Outline of Course for Experimental Use, 1951, Ontario Department of Education.

Typical classroom procedures.

Acquaintance with suitable source materials.

Contribution of home economics to the school, home, and community.

(2) COURSE FOR THE INTERMEDIATE CERTIFICATE IN HOME ECONOMICS

The home economics curriculum: materials, procedures, content.

Fundamental principles, practices, and standards in home and family living.

Problems of organization; methods of teaching; aids to learning; home and classroom equipment. Departmental regulations. Guidance in classroom teaching.

SEMINAR IN HOME ECONOMICS

(For Type A Candidates)

The development of Home Economics in Ontario schools. Present trends, values and aims.

Responsibilities of the home economics teacher for curricular and extra-curricular programmes.

Curricula: materials, procedures, content.

Teaching methods and techniques currently applied in this field.

Evaluation: objectives and materials.

The home economics classroom: selection, placement and care of furnishings and equipment.

Records, budgets, regulations.

51. PART I OF THE COURSE FOR THE INTERMEDIATE COMMERCIAL CERTIFICATE

(1) Shorthand Theory:

The principles of the Isaac Pitman system; writing continuous matter in approved shorthand forms; transcribing sight passages in continuous shorthand.

(2) Shorthand Practice:

Writing from dictation for ten minutes, in approved Pitman Shorthand, easy material at the rate of sixty words per minute; transcribing of these notes on a typewriter.

(3) Typewriting:

(*a*) Typing for ten minutes at a net rate of thirty words per minute with 1% error or less.

(*b*) Application of typewriting to simple problems in setting up business letters, headings, programmes, invitations, announcements, display work, tabular work.

(4) Bookkeeping:

The study of the various aspects of the fundamental equation, including journalizing, posting and the setting up of the financial statements in trading and non-trading organizations.

(5) Penmanship:

The development of a graceful, legible business writing.

(6) Methods—Minor:

(*a*) Methods of teaching Bookkeeping: instructional material; testing programme; presenting special topics; text-books; outlining courses; grading papers.

(*b*) Methods of teaching junior Shorthand and Typewriting:

(i) First year in Shorthand: organization of classes and materials; content of course; division of time for various sections of the work; various methods of approach; testing; the place of theory in junior classes; how and when to introduce transcription.

(ii) First two years in Typewriting: typing room, equipment and supplies; class organization; teacher's preparation; application of general principles to the teaching of typing technique; analysis and prevention of errors; speed development; tests and how to mark them.

(7) Bookkeeping Methods: instructional material; testing programme; presenting special topics; text-books; outlining courses; grading papers.

(8) Shorthand Methods: First year in Shorthand: organization of classes and materials; content of course; division of time for various sections of the work; methods of approach; testing; the place of theory in junior classes; how and when to introduce transcription.

(9) Typing Methods: First two years in Typewriting: typing room; equipment and supplies; class organization; teacher's preparation; application of general skill-building principles to the teaching of typewriting; analysis and prevention of errors; speed development; tests and how to mark them.

52. PART I OF THE COURSE FOR THE INTERMEDIATE INDUSTRIAL ARTS CERTIFICATE

This is a preparatory course leading to an Intermediate certificate in Industrial Arts. The Intermediate course may be completed in subsequent Summer sessions (Section 88).

Draughting: Orthographic projection problems; isometric and geometric drawing; tracing and blue-printing.

Woodworking: Nature, structure and characteristics of common woods. The use and care of machines and hand tools for cutting, planing, squaring, and turning.

Methods of wood finishing.

Sheet Metal Work: Laying out patterns, cutting, bending, soldering and rivetting of tin plate and galvanized iron; etching, hammering, planishing and polishing of brass and copper.

Machine Shop Practice: Hand tools and bench work; layout work and elementary machine operations.

Methods of instruction and class organization of the General Shop.

53. PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE IN SCHOOL LIBRARIANSHIP

This course will offer basic training for teachers who will serve as secondary school librarians. The course includes the following subjects: School Library Administration, including teaching the use of books and libraries; The Library Collection; Simple Classification and Cataloguing as related to school library needs with laboratory periods for practice.

54. COURSE FOR THE THEATRE ARTS CERTIFICATE

This course will offer instruction in play selection, production and direction. It will also provide practice in all phases of oral work and classroom deportment.

55. DICTION AND VOICE PRODUCTION

Students will be given practice in effective reading, speaking, and writing.

56. (1) Guidance. A series of lectures on basic principles and current practices in Guidance.

(2) Library Science.

57. COURSES FOR CERTIFICATES IN VOCATIONAL EDUCATION AND INDUSTRIAL ARTS

The Ontario Training College for Technical Teachers, established in Hamilton in 1925, was re-organized as a department of the Ontario College of Education, Toronto, on September 1, 1946. This Department offers:

I. Courses for the Interim Vocational certificates, Type B and Type A.

II. Courses for Industrial Arts certificates:

1. The Interim Intermediate certificate.
2. The Interim Specialist certificate.

58. GENERAL CONDITIONS OF ADMISSION

(1) An applicant for admission to the courses referred to above shall make application, not later than August 31st, to the Director of Vocational and Industrial Arts Teacher Education, 371 Bloor Street West, Toronto 5, on a form to be obtained from him, and shall submit with this application, on forms also to be supplied by the Director:

(a) A certificate from the Deputy Registrar-General of Births, Parliament Buildings, Toronto, or an affidavit by one of the parents or other relative, or other person cognizant of the applicant's date of birth.

Age limits:

For the Interim Vocational course, male applicants shall be not less than twenty-three and not more than thirty-five years of age; female applicants shall be not less than twenty-one and not more than forty-five years of age.

For the Intermediate Industrial Arts course, applicants shall be at least twenty years of age, and not more than thirty-five.

For the Specialist Industrial Arts course, applicants shall be not less than twenty-three and not more than thirty-five years of age.

(b) A certificate from a competent authority that he is a British subject or a Declaration of Intention to become a Canadian citizen.[1]

(c) A certificate from a clergyman or other competent authority that he is of good moral character.

(d) A certificate of successful vaccination.

(2) See Section 9 (2).

59. REQUIREMENTS FOR ADMISSION TO THE COURSE FOR INTERIM VOCATIONAL CERTIFICATE, TYPE B

To this course may be admitted Applied Science graduates (engineers) and skilled tradesmen.

(1) Engineers. A candidate shall be the holder of a degree from the faculty of Applied Science of a recognized university, and shall submit statements to prove not less than two years' subsequent experience in the field of his major subject.

(2) Skilled Tradesmen, who are not engineering graduates.

(*a*) Education.

Applicants are required to give evidence of secondary school graduation or the equivalent.

(*b*) Trade Training and Experience.

(i) The training or apprenticeship required shall be that usually demanded for journeyman's qualifications in the trade concerned. Special training obtained in an approved day vocational school will be taken into account in considering the period of training. Applicants should submit statements from the persons or firms under whom they were trained, showing the length of the training period and the nature of the work.

(ii) The experience required shall be several years of wage-earning journeyman trade experience with approved high-grade firms, and shall be such as to show that the applicant is a skilled craftsman, competent in the main branches of the trade, and familiar with its recent developments. The length of the journeyman experience depends upon the nature of the trade. Documentary evidence of experience in the trade in approved shops shall be furnished by the applicant.

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[1]This is in accordance with a Departmental requirement. See the Department of Education Act 11, (1)(c).

60. REQUIREMENTS FOR ADMISSION TO THE COURSE FOR INTERIM VOCATIONAL CERTIFICATE. TYPE A

(1) This course is offered to Applied Science graduates (engineers) who have been graded 66% or higher in their final year and one other year at the university.

(2) Each candidate shall

(*a*) submit evidence of not less than two years of approved wage-earning experience in the field of his major subject,

(*b*) be required to take all the subjects of the course for Type B certificate, and to obtain grading of 66% or more in them,

(*c*) take additional courses in the organization, administration, and supervision of vocational schools, with special reference to the duties and responsibilities of the technical directors, assistant principals and principals.

If his grading in the Type B course (see (2) (*b*)) is not a failure but is less than 66%, he will be recommended for a Type B certificate only.

COURSE FOR INTERIM VOCATIONAL CERTIFICATE, TYPE B

61. PROGRAMME OF STUDIES

The course of training for the Interim Vocational certificate, Type B, consists of two parts:

Part I: Educational Psychology
School Law and Regulations
English
History of Vocational Education
Principles of Teaching and Classroom Management
Technical Subjects: 1. trade analysis,
2. shop plan,
3. equipment list,
4. yearly budget,
5. course of study

Part II: Observation and Practice-teaching.

62. ORGANIZATION OF COURSE

(1) Every applicant shall be required to pass an examination designed to test his attainments as a skilled worker in the trade concerned. The examination shall be on the fundamental principles, operations, processes and skills of the trade, and shall be in two parts (1) written, (2) practical. In the practical examination he shall be required to show his skill in a performance test.

(2) In general, the course is built upon the experiences of the student-teachers in the practice schools. Observation is emphasized during the early part of the session. Individual and group instruction will be increased until, in the final two weeks, the student-teacher will take charge of the class with no assistance from the teacher.

(3) During alternate weeks in the College, in addition to the programme of studies, the student-teacher is given an assignment to cover his duties in the practice school for the following week. A corresponding bulletin is mailed to the teacher, who reports on the progress of the student at the completion of each week of Practice-teaching.

(4) Where possible, student-teachers are sent at first to technical departments in the smaller composite schools and later to technical schools in the larger centres. The Director and his staff visit the practice schools from time to time to assist in evaluating the students' work.

DETAILS OF SUBJECTS

The details of the subjects of the course for the Interim Vocational certificate, Type B, are set out below.

63. PSYCHOLOGY

An introduction to principles of educational psychology as they apply to the teacher and his pupils. Among topics discussed will be the following: motivation, development and adjustment, school discipline, intelligence and its measurement, the learning process, mental hygiene.

64. GUIDANCE

Basic principles and current practices in guidance.

65. SCHOOL LAW AND REGULATIONS

Basic problems in the organization and management of a provincial school system and of secondary education.

Ontario law and practice, with particular reference to curriculum, school districts, attendance and finance of the vocational school.

Detailed study of the powers and duties of provincial and local authorities, teachers, and others responsible for the conduct of pupils in vocational schools.

66. ENGLISH

English—both oral and written—a brief review of the main essentials of grammar and composition to enable the shop teacher to avoid the more common errors in the use of words; report writing; public speaking.

67. HISTORY OF VOCATIONAL EDUCATION

Brief historical sketch to show vocational aspects of educational developments; contributions of the educational reformers, Comenius, Rousseau, Pestalozzi, Fellenberg, Froebel, Spencer; relation of industrial developments to the need for industrial education; development of secondary education, of vocational education; the manual training movement, the mechanics' institute, the farm and trade school, industrial and technical schools, trade schools; part-time, co-operative and apprenticeship classes; the Ontario educational system.

68. PRINCIPLES OF TEACHING AND CLASSROOM MANAGEMENT

Learning process as applied to practical subjects; formal lesson types; individual differences; individual and group instruction; lesson planning; instruction aid material—sheets, pictures, charts, films, models; organization of instruction material; tests and examinations; records; special shop problems.

69. TECHNICAL SUBJECTS

(*a*) Trade Analysis and Course of Study:

Study of the work of the skilled craftsman to determine the teachable content of each trade or calling. Analysis of the trade to determine the skill, and the trade, technical and concomitant knowledges of the skilled worker; selection of instructional materials and arrangement into groups according to learning difficulties; selection of projects to be used to fit the order of the course of study; determination of related mathematics, science, drawing and auxiliary information needed in each project, preparation of course of study; unit courses.

(*b*) Shops Plan, Equipment List, and Annual Budget:

Study of desirable features of shops and classrooms, size, shape, lighting, lay-out; preparation of minimum, and desirable, lists of equipment for the type of shop in which the teacher-in-training will work; design of benches, tables, furniture, selection of tools and machines; approximate prices; preparation of annual budget.

70. COURSES FOR INDUSTRIAL ARTS CERTIFICATES[1] COURSE FOR THE INTERIM INTERMEDIATE CERTIFICATE

This is a two-year course to provide training for those who contemplate the teaching of Industrial Arts in elementary and high schools. Applicants admitted under condition (*a*) below shall be exempted from attendance during one year of the course.

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[1]Every teacher of Industrial Arts in an Elementary School must hold an Elementary-School Teacher's Certificate, in addition to his Industrial Arts Certificate.

ADDITIONAL CONDITIONS OF ADMISSION

An applicant shall submit:

(*a*) an Ontario Teaching Certificate

(*b*) a statement indicating successful completion of Part I of the Elementary course in Industrial Arts, with a standing of at least 66%.

71. PROGRAMME OF STUDIES

The course of training for the Intermediate certificate in Industrial Arts consists of two parts as follows:

Part I: Activity Analysis and Course of Study

Shopwork—general woodwork, general metalwork, power mechanics, electricity, drafting

History of Industrial Arts, Guidance

Part II: Observation and Practice Teaching.

Each student is given at least three weeks in a practice school. His teaching progresses from individual and group instruction to complete charge of routine duties and class instruction. If possible, he is sent to the general shop in (a) an elementary school, (b) a high school, and (c) a collegiate institute.

72. DETAILS OF SUBJECTS
ACTIVITY ANALYSIS AND COURSE OF STUDY

See Technical Subjects in Section 61.

73. SHOP WORK

There are two shops, one of them for Woodwork and Drafting and the other for Metalwork and Power Mechanics.

Woodwork includes such activities as woodturning, cabinet making, building construction, pattern making, wood finishing.

Metalwork includes bench fitting, machine shop, welding, power mechanics, sheet metal, ornamental metalwork, etc.

Courses in drafting and in some crafts are offered.

74. HISTORY OF INDUSTRIAL ARTS

See History of Vocational Education Section 67.

75. GUIDANCE

Basic principles and current practices in guidance.

76. COURSE FOR THE INTERIM SPECIALIST CERTIFICATE[1]

This course is to provide training for those who contemplate teaching Industrial Arts in collegiate institutes.

ADDITIONAL CONDITIONS OF ADMISSION

An applicant shall:

(*a*) Hold an Intermediate certificate in Industrial Arts;

(*b*) Subsequently, have at least one year of successful teaching in the field of Industrial Arts, as verified by the inspector concerned;

(*c*) Show evidence of having passed not less than eight Grade XIII papers, including one in English. It is recommended that the candidate include papers in Mathematics and Science as these subjects are essential to progress in Industrial Arts.

77. PROGRAMME OF STUDIES

The course of training for the Specialist certificate in Industrial Arts consists of two parts as follows:

Part I. Activity Analysis, Course of Study and Shop Management, Advanced Shop Work

Part II. Observation and Practice-teaching.

REQUIREMENTS FOR CERTIFICATES IN VOCATIONAL EDUCATION AND IN INDUSTRIAL ARTS

78. EXAMINATIONS AND CERTIFICATES

(1) The final standing of students in attendance in the course for the Vocational Certificate, Type B, or the courses for the Intermediate and Specialist Certificates in Industrial Arts shall be determined by the combined results of the sessional records and the records of the final examinations of Part I and by the results of the records of the Observation and Practice-teaching of Part II, of the course concerned.

(2) The sessional records in each course represent oral and written exercises, practical work, research and frequent tests; and at the close of each term there will be a set of examinations.

(3) A candidate shall pass in each of the subjects listed in the Programme of Studies of the course concerned. The pass standard shall be 50% of the marks assigned to each subject of Part I and 60% of the aggregate of the marks assigned to each of the divisions of Part II. A candidate for the Intermediate Industrial

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[1]This certificate may be obtained also in summer courses. See Section 88.

Arts certificate or the Specialist Industrial Arts certificate must pass a performance test before a certificate is issued.[1]

(4) (*a*) A candidate for the Vocational certificate, Type B, who passes in Part II and fails in not more than two subjects of Part I shall be exempted from further attendance.

(*b*) A candidate for the Intermediate certificate in Industrial Arts who passes in Part II and fails in not more than two sections of Shop Work *or* one other subject of Part I shall be exempted from further attendance.

(*c*) A candidate for the Specialist certificate in Industrial Arts who passes in Part II and fails in not more than two sections of Advanced Shop Work of Part I shall be exempted from further attendance.

(*d*) All other candidates who fail to obtain the necessary final standing shall be required to attend another session, beginning after the Christmas vacation.

(*e*) A candidate exempted from attendance, as provided in (*a*), (*b*) or (*c*) above, may complete his standing for a certificate by rewriting at an annual examination the examination in the subject in which he failed. Examinations will be held at the close of the session at such centres and under such conditions as are set out in Section 15.

79. GRADES OF CERTIFICATES

(1) an Interim Vocational certificate, Type B, which qualifies the holder to teach a technical shop work subject for five years in a vocational or composite school.

(2) A Permanent Ordinary Vocational certificate.

(3) An Interim Vocational certificate, Type A, valid for five years.

(4) A Permanent Vocational Specialist certificate.

(5) An Interim Intermediate certificate in Industrial Arts which qualifies the holder to teach shop work for five years in a public, separate, continuation or high school, to the end of Grade X.

(6) A Permanent Intermediate certificate in Industrial Arts.

(7) A Specialist certificate in Industrial Arts, required in Grades XI and XII of academic secondary schools.

SUMMER COURSES

80. HIGH SCHOOL ASSISTANTS', TYPE B, SUMMER COURSES 1962 and 1963

(1) A summer course for the High School Assistant's certificate, Type B, will be held from July 3, 1962 to August 17, 1962, for candidates who qualified for

[1]A candidate for the Vocational certificate, either Type B or Type A, must obtain a minimum of 50% in the Trade test.

Temporary Secondary-School Teachers' Certificates on completion of the eight-weeks summer course in 1961, and who are recommended for admission by the Principal and High School Inspector concerned.

(2) (*a*) From July 3, 1962 to August 24, 1962, a summer course will be held at Toronto (Ontario College of Education), at Kingston (Ellis Hall, Queen's University), and at London (H. B. Beal Technical School), leading to a Temporary Secondary-School Certificate. The Certificate shall be valid for the school year 1962–63. The holder of such Certificate may secure a High School Assistant's Certificate, Type B, by attending, on the recommendation of the Principal and High School Inspector concerned, a second summer course from July 2, 1963 to August 16, 1963, and by passing the examinations of that course.

(*b*) The holder of a Temporary Secondary School Teacher's certificate who has credit towards Part I of the Intermediate Certificate in Physical Education or Commercial Accounting or Secretarial Subjects or credit towards the Intermediate Certificate in Home Economics may secure Part I of the Intermediate Certificate in Physical Education or Commercial Accounting or Secretarial Subjects or the Intermediate certificate in Home Economics as the case may be, by attending, on the recommendation of the Principal and High School Inspector concerned, a second summer course from July 2, 1963 to August 16, 1963, and by passing the examinations of the course. No candidate will be awarded Part I of the Intermediate certificate in Physical Education or Commercial Accounting or Secretarial Subjects or the Intermediate certificate in Home Economics before he has been awarded a High School Assistant's certificate, Type B.

(*c*) A candidate for admission to the course leading to a Temporary Secondary-School Certificate must fulfil all the conditions of admission to the course for the Interim High School Assistant's certificate, Type B (section 9), and also must submit evidence that he has accepted a contract offered by an Ontario Secondary School Board for the ensuing school year for a position which has been advertised after April 1 and for which no fully qualified applicant is available. Application should be made to the Registrar, Ontario College of Education, 371 Bloor St. W., Toronto 5, as soon as the candidate is under contract to teach.

(*d*) No Type A[1] courses (Section 17) will be offered in these summer sessions 1962 and 1963, but instruction in teaching the subjects of Grade XIII will be provided for those deemed by the Dean and Council of the College to be capable of profiting by such instruction.

(3) Courses similar to those described in (2) above will be offered in subsequent summers if the enrolment is sufficient to warrant their establishment.

(4) The same regulations will apply to unsuccessful candidates in the completing course as apply to unsuccessful candidates in the regular winter course.

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[1]See Section 82 for Type A Seminars.

(5) PROGRAMME OF STUDIES

The course of training for the summer course, July 3 to August 24, 1962, will consist of two parts as follows:

PART I—General professional courses, including

(*a*) School Management and Law

(*b*) Courses in the principles and procedures of teaching *any three* of the following subjects:

(i) English
(ii) History
(iii) Geography
(iv) Mathematics
(v) Science*
(vi) Latin
(vii) French†
(viii) One of [1]Physical Education‡
[1]Commercial Subjects§
[1]Home Economics‖

PART II.—Observation and Practice-Teaching in academic subjects.

81. REGULAR EIGHT-WEEKS' SUMMER SESSION

(*a*) Candidates who have fulfilled the requirements for admission to the High School Assistants' course, Type B, and

(i) hold Ontario Elementary-School Teacher's (or First Class) certificates,

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*A candidate should not select Science unless he has had previous laboratory experience and anticipates teaching Science.

†A candidate should not choose French unless he is competent to speak the language in the classroom.

‡No candidate may choose this subject unless he has been assigned to teach the subject for at least 8 periods in the ensuing academic year. A candidate who is eligible for admission to the course leading to a High School Assistant's certificate, Type A, must choose Physical Education as one of his optional subjects.

§No candidate may choose this subject unless he is qualified to take the course *or* has been assigned to teach the subject of bookkeeping or the subjects of shorthand and typewriting in the ensuing academic year.

‖No candidate may choose this subject unless she is qualified to take the course *and* has been assigned to teach the subject in the ensuing academic year. A candidate who is eligible for admission to the course leading to a High School Assistant's certificate, Type A, must choose Home Economics as one of her optional subjects.

[1]A candidate who chooses Physical Education, Commercial Subjects, or Home Economics as a third optional subject may secure Part I of the Intermediate Physical Education certificate, Part I of the Intermediate certificate in Accounting or Secretarial Commercial, or the Intermediate Home Economics certificate as the case may be upon passing the examinations of the Completing Seven Weeks' Course in 1963. No one will be awarded Part I of the certificate or the certificate as the case may be before he is awarded a High School Assistant's certificate, Type B.

(ii) hold Ontario Vocational certificates,
(iii) have had equivalent professional training elsewhere, or
(iv) have failed a supplemental examination or examinations of the Type B course and have not been asked by the Revising Board to withdraw from teaching altogether

will be exempted from attendance at a Regular session of the Ontario College of Education but will attend the Regular Eight Weeks' summer course for a High School Assistant's certificate, Type B.

(*b*) The pass standard for candidates in this course will be the same as that for candidates in attendance during a Regular session.

(*c*) Candidates who have been duly admitted to the Regular Summer session for the High School Assistant's certificate, Type B, who attend throughout the session and who pass the examinations at the close of the session, may, on the recommendation of the examiners, be awarded by the Minister of Education, the Interim High School Assistant's certificate, Type B.

(*d*) Candidates who have attended the Summer session, with the exception of those admitted under (*a*) (iv) above, and who fail in one or more of the tests prescribed for an Interim High School Assistant's certificate, Type B, may complete their standing for said certificate under the following conditions:

(i) candidates who fail in more than two subjects of Part I shall reattend a Regular Summer session another year,
(ii) candidates who fail in Part II shall reattend a Regular Summer session another year,
(iii) candidates who fail in not more than two subjects of Part I (of which only one may be a course in the principles and procedures of teaching) may re-write at an annual examination of the College Regular session, the examination, or examinations, in the subject, or subjects in which they failed.

(*e*) Candidates admitted under (*a*) (iv) above who fail in all or part of the course will be asked to withdraw from the teaching profession.

(*f*) The course of training will consist of two parts as follows:

Part I—(*a*) School Management and Law
(*b*) Courses in the principles and procedures of teaching *any three* of the following:

English
History
Geography
Mathematics
Science
Latin
French

Part II—Practice Teaching.

(*g*) The pass standard for candidates in these Summer Sessions will be the same as for candidates in the Regular Session.

82. TYPE A SEMINARS

(1) A special summar course of six weeks, beginning on July 4, 1962, will be offered at Toronto only to provide the opportunity for teachers who hold a Permanent High School Assistant's certificate or an Interim High School Assistant's certificate, Type B, and who possess the necessary academic qualifications, to obtain an Interim High School Assistant's certificate, Type A. Applications will also be entertained from holders of Type B certificates who are graduates of approved honour courses but whose standing is below 66% but not lower than 60%, who submit evidence from the Principal and High School Inspector of at least five years' teaching experience in the subject, or subjects, of their special field of study, at least two years of which must have been in Grades XII or XIII and graded above average, in a secondary school of Ontario subsequent to obtaining the academic standing referred to above.

(2) Professional courses leading to the Type A certificate in one of the following special fields of scholarship will be offered:

Classics
English
English and French
English and German
English and Latin
English and Spanish
English and History
French and German
French and Spanish
Geography
Physical Education
History
Latin and French
Latin and Greek
Mathematics
Mathematics and Physics
Science
Physics and Chemistry
Physics and Biology
Chemistry and Biology
Home Economics

(3) Applicants must be recommended in their special fields of scholarship and teaching by the secondary school inspector concerned. If it should prove necessary, an equitable limitation of the enrolment may be made. Preference will be given to teachers holding the Permanent High School Assistant's certificate.

(4) Written examinations will be held at the end of the course.

(5) Applications for enrolment must be made to the Deputy Minister of Education by April 15. Blank application forms for these *Type A Seminars* may be obtained from either the Registrar, Ontario College of Education, or the Deputy Minister.

83. HOME ECONOMICS SUMMER COURSES

Intermediate Courses

Summer courses leading to the Intermediate certificate in Home Economics will be held in Toronto from July 4, 1962 to August 3, 1962, for candidates who qualify for either Part I, II or III courses.

Part I

Applicants who hold Interim or Permanent Second Class certificates, a First Class certificate, an Elementary-School Teacher's certificate, a High School Assistant's certificate are eligible.

Part II

Those who successfully complete Part I of the course are eligible for admission to this course.

Part III

Those who have completed successfully both Part I and Part II of the course are eligible for this course.

Part IV

Those who have completed successfully Part I and Part II of the course are eligible for this course.

Note: Part III and Part IV are offered in alternate years and may be taken in either order. Part IV will be offered in 1962 and will *not* be offered in 1963. Part III will *not* be offered in 1962 but will be offered in 1963.

Letters of confirmation will be issued as each part of the course is completed successfully. Candidates will be recommended for the Intermediate certificate when all parts have been completed successfully.

Applications must be submitted not later than June 1, 1962, to the Registrar, Ontario College of Education, 371 Bloor St. West, Toronto 5.

Intermediate Course for Graduates with University Credits in Home Economics

Admission to this course is restricted to students who submit evidence of graduation, with a standing not lower than 60% in the Home Economics of the final year from a University course approved by the Minister of Education.

The course will be conducted in Toronto, from July 3, 1962, to August 10, 1962. Final examinations will be written at the end of the session.

Applications must be submitted not later than June 1, 1962, to the Registrar, Ontario College of Education, 371 Bloor St. West, Toronto 5.

84. SCHOOL LIBRARIANSHIP SUMMER COURSES

Intermediate Course, Part I

The first of two summer courses leading to the Intermediate Certificate in School Librarianship will be held from July 3, 1962 to August 3, 1962 at the Ontario College of Education. This course is the first of three summer courses leading to the Specialist Certificate in School Librarianship. These three summer courses are not necessarily given in successive summers.

The Intermediate Course, Part I, will offer basic training for teachers who will serve as secondary school librarians. It will include the following subjects: School Library Administration, including teaching the use of books and libraries; The Library Collection; Classification and Cataloguing, as related to school library needs with laboratory periods for practice.

To this course may be admitted a teacher who

(*a*) holds an Interim High School Assistant's Certificate, Type B, or, a Permanent High School Assistant's Certificate; and

(*b*) has at least one year of successful teaching experience in a secondary school in Ontario.

No final examinations are written at the end of this summer course. Successful completion of this course is determined by regular assignments and tests in all the subjects offered.

A teacher who completes this course successfully will be issued a letter of confirmation and may complete the work for the Intermediate Certificate in School Librarianship in a second summer course.

Application forms may be obtained from the Registrar, Ontario College of Education, 371 Bloor Street West, Toronto 5, and the completed forms must be submitted to the Registrar by June 1, 1962. Enrolment is limited.

85. COMMERCIAL SUMMER COURSES

Teachers who wish to enroll in any of the following courses should write for application forms to the Registrar, Ontario College of Education, 371 Bloor Street West, Toronto 5, and should submit the completed forms to the Registrar before June 1, 1962. The fee for each summer is $25.00. This fee is to be paid *after acceptance*, to the Chief Accountant, University of Toronto before the day of registration.

The commercial summer courses will be held at the Central High School of Commerce, 570 Shaw Street, Toronto 4, from Tuesday, July 3, 1962, to Friday, August 3, 1962. Registration will be from 8.30 a.m. to 10.30 a.m. on Tuesday, July 3. Classes will begin the same day at 10.30 a.m. The first two periods will be held from 10.30 a.m. to 12.30 p.m.; the second two periods, from 1.30 p.m. to 3.30 p.m. On all other days, the classes will be held from 8.30 a.m. to 12.30 p.m. Each class will be one hour long.

(1) *Intermediate Course—Part I*

Summer courses leading to completion of Part I of the Intermediate Commercial, Intermediate Accounting or Intermediate Secretarial will be held at Central High School of Commerce for candidates who qualify for the course. Applicants who hold a Second Class (Elementary-School) or more advanced teaching certificate are eligible.

Subjects:

Penmanship (1, 2, 4), Typewriting A (2, 3), Shorthand A (3), Bookkeeping A (4), Typewriting B (1, 3), Shorthand Theory (2), Shorthand Practice (1, 4), Bookkeeping B (3), Typing Methods (2, 3, 4), Shorthand Methods (1, 2), Bookkeeping Methods (1, 3).

Note—Figure in brackets indicates the period the subject is offered.

(2) *Intermediate Course—Part II*

Summer courses leading to the Intermediate Commercial, Intermediate Accounting or Intermediate Secretarial certificates will be held at Central High

School of Commerce for candidates who qualify for the courses. To these courses may be admitted an applicant who has completed or who is completing subjects for the Intermediate Part I course.

Subjects:

Office Practice (1, 2), Business Law (2), Business Arithmetic (3, 4), Business Correspondence (4), Economic History (1).

Note—If the candidate requires the Economic History to complete his Commercial Specialist certificate, bulletin preparation will still be required, but not if it is to be used to obtain the Accounting or Secretarial Specialist certificates.

(3) *Specialist Course*

Summer courses leading to the Specialist certificates in Commercial will be held at Central High School of Commerce for candidates who qualify for the courses. To these courses may be admitted an applicant who is qualified to teach in a high school in Ontario and who holds the Intermediate, Part II Commercial certificate or who is completing subjects for this certificate and whose programme, approved by the principal, permits a start on subjects leading to the Commercial Specialist certificate. In all subjects of the Specialist course, except Business Machines and Methods, extension courses with the Department of Extension, University of Toronto, must be approved by the principal and completed prior to enrolment in these subjects at the summer course.

The new Specialist programme for those proceeding to an Accounting or Secretarial Specialist certificate will not be offered until the summer of 1963. However, the present courses may be taken and applied against the new certificates if the bulletin preparation has been completed.

Subjects:

Economic History (1), Accounting Theory (2), Economics (3), Business Machines (2, 3, 4), Accounting Practice (3), Secretarial Practice (3), Major Methods in Accounting Subjects (1, 4), Major Methods in Secretarial Subjects (1, 4), Organization and Supervision of a Commercial Department (2, 3).

Credit may be allowed for equivalent university courses previously taken if certified statements or transcripts are submitted.

Before the Commercial Specialist certificate is granted, proof of four months' business experience must be submitted to the principal.

If you are in doubt about the requirements for the Commercial certificates, write to the College of Education for a copy of "How to Qualify as a Commercial Teacher in Ontario."

(4) *Supplemental Examinations*

Supplemental Examinations in all the commercial subjects except the Methods will be held on June 29–30, 1962 at the Central High School of Commerce, 570 Shaw Street, Toronto 4, for those who qualify.

Subject Qualification:

(*a*) Subjects of the Intermediate, Part I or II courses for which bulletins through

the Extension Department, University of Toronto have been completed successfully.

(*b*) Subjects of the Intermediate, Part I or II courses that have been taught for at least one year within the last two years. This must be certified by a statement from the principal of your school.

(*c*) Subjects of the Intermediate, Part I or II courses for which night school work at a high school, business college or university has been completed successfully.

(*d*) Subjects in which the applicant has failed to obtain 66% at university or a commercial high school.

(*e*) Subjects in which the applicant failed to obtain standing at a previous summer course.

For permission to try these supplemental examinations, write to the principal, Professor A. P. Seggie, Ontario College of Education, 371 Bloor Street West, Toronto 5, before June 15, 1962.

The fee for the examination is $5.00 per subject and is to be paid on the day of writing the examination.

86. VOCATIONAL COMMERCIAL SUMMER COURSE

Vocational, Type B in certain Commercial Subjects

As a temporary measure, if there are sufficient applicants, a first Special Commercial Summer Course of five weeks will be offered in Toronto in 1962 leading to an Interim Vocational, Type B certificate valid for teaching certain Commercial skills or subjects in any secondary school for those who meet the Department of Education requirements. A second summer of five weeks in 1963 will be required to complete the certificate. Any student who has passed the examinations of the second summer in this course, and has an approved academic degree, may secure a High School Assistant's certificate, Type B, by attending the Regular Eight Weeks Summer Course and passing the examinations of the course.

This first course will not be repeated unless the acute shortage of commercial teachers continues.

87. ELEMENTARY-SCHOOL TEACHER'S, COMPLETING COURSE

This course is for High School Assistants who hold credit towards the Elementary-School Teacher's certificate.

88. INDUSTRIAL ARTS SUMMER COURSES

(1) *Specialist Course*

Summer courses leading to Specialist certification in Industrial Arts will be held from July 3, 1962 to August 3, 1962. Parts I, II, and III will be offered if enrolment in each part is sufficient.

Requirements for entrance into Part I are: (i) an Intermediate certificate and one year of successful teaching in Industrial Arts; (ii) standing in eight Grade XIII papers; and (iii) above-average grading by the inspector concerned.

For entrance into Part II each candidate shall submit the official record of having completed Part I successfully.

Candidates who wish to apply for entrance to Part III must submit the official records of satisfactory completion of both Part I and Part II.

Applications should be made before May 1, 1962 to the Director of Industrial Arts Teacher Education, Ontario College of Education, 371 Bloor Street West, Toronto 5.

(2) *Intermediate Course*

This course consists of 4 parts. Part I is preparatory. Parts II, III and IV are each of 5 weeks' duration.

To Part 3 in July, 1962, may be admitted:

(*a*) Candidates holding High School Assistants' certificates, who have passed in the supplementary course in Industrial Arts (called Part 1.)
See Section 22, VI and Section 52.

(*b*) Candidates holding Vocational certificates, who are teaching Industrial Arts in secondary schools.

(*c*) Candidates holding Elementary-School Teachers' certificates and also Parts I, II, and III of the Elementary Industrial Arts course.

Part 3 will be offered in 1962 from July 3 to August 3 inclusive.

Part 4 will be offered in 1963.

Application should be made before May 1, 1962 to the Director of Industrial Arts Teacher Education, Ontario College of Education, 371 Bloor Street West, Toronto 5, Ontario.

89. (*a*) Courses leading to Vocational certificates in Occupational Trades. Part I of two parts will be offered in 1962.
To Part I may be admitted (i) holders of Vocational certificates, and (ii) holders of Industrial Arts Specialist certificates, who hold contracts with Boards of Education to teach this subject in composite schools.

(*b*) If conditions demand it, the first of three five-weeks summer sessions will be offered leading to Vocational certificates, Type B. Each candidate must have a contract with a school board which was unable to engage a certificated teacher.

90. VOCATIONAL SUMMER COURSES

(1) *Vocational, Type B*

Summer courses leading to the Vocational Certificate, Type B, will be offered from July 3 to August 3, 1962 for holders of High School Assistant certificates who meet Department of Education requirements for vocational certification.

(2) *Provincial Institute of Trades Technical Instructors Course*

Parts I, II, and III will be offered in 1962.

(3) *Vocational, Type A*

A summer course leading to the Vocational Certificate, Type A, will be held from July 3, 1962 to August 3, 1962. Parts I and II will be offered.

Requirements for Specialist certification are: (i) a Permanent Ordinary Vocational certificate; (ii) above-average grading by the inspector concerned; (iii) standing in six Grade XIII papers, one of which must be English Composition or approved equivalents.

Each beginning candidate shall produce official evidence of having standing in at least two Grade XIII papers, or equivalents, one of which must be English Composition.

Application should be made to the Director of Vocational Teacher Education, Ontario College of Education, 371 Bloor Street West, Toronto 5, before June 1, 1962.

91. GRADUATE DEGREES IN EDUCATION

The Ontario College of Education offers programmes of study leading to the graduate degrees of Bachelor of Education, Master of Education, Master of Arts, Doctor of Education and Doctor of Philosophy.

For information regarding these programmes see the separate announcement "Courses Leading to Graduate Degrees in Education, 1962–63".

CALENDAR 1962

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CALENDAR 1963

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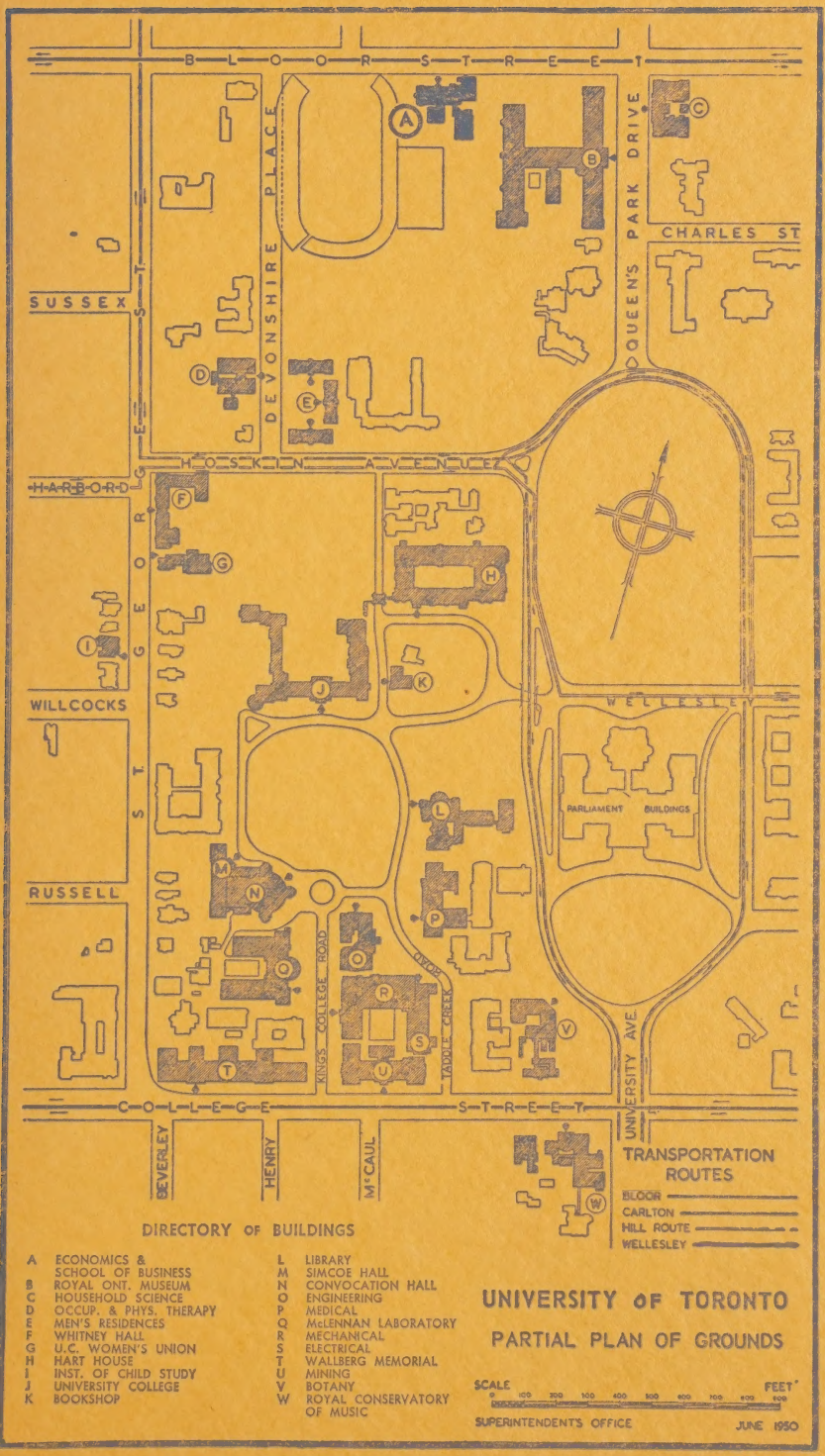
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WELLESLEY
DIRECTORY OF BUILDINGS
A ECONOMICS & SCHOOL OF BUSINESS
B ROYAL ONT. MUSEUM
C HOUSEHOLD SCIENCE
D OCCUP. & PHYS. THERAPY
E MEN'S RESIDENCES
F WHITNEY HALL
G U.C. WOMEN'S UNION
H HART HOUSE
I INST. OF CHILD STUDY
J UNIVERSITY COLLEGE
K BOOKSHOP
L LIBRARY
M SIMCOE HALL
N CONVOCATION HALL
O ENGINEERING
P MEDICAL
Q McLENNAN LABORATORY
R MECHANICAL
S ELECTRICAL
T WALLBERG MEMORIAL
U MINING
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SUPERINTENDENT'S OFFICE
JUNE 1950

The University of Toronto issues the following calendars and other publications concerning courses of instruction given by the University, any one of which may be had on application to the Registrar of the University or to the Secretary of the Faculty, School or Institute about which information is sought.

CALENDARS AND OTHER PUBLICATIONS ISSUED BY THE UNIVERSITY OF TORONTO

ADMISSION INFORMATION—	Admission Awards Admission Circular
APPLIED SCIENCE AND ENGINEERING—	Faculty of Applied Science and Engineering
ARCHITECTURE—	School of Architecture
ARTS AND SCIENCE—	Faculty of Arts and Science
BUSINESS—	School of Business—Graduate Program in Business Administration Administrative Development Program
CHILD STUDY—	Institute of Child Study
DENTISTRY—	Faculty of Dentistry Graduate Degrees in Dentistry Dental Hygiene
EDUCATION—	Ontario College of Education Graduate Degrees in Education
EXTENSION—	General Course (Extension) Evening Course in Business Business and Industry Evening Tutorial Classes Correspondence Courses
FORESTRY—	Faculty of Forestry
GRADUATE STUDIES—	School of Graduate Studies
HOUSEHOLD SCIENCE—	Faculty of Household Science
HYGIENE—	School of Hygiene
LAW—	Faculty of Law
LIBRARY—	Library School
MEDICINE—	Faculty of Medicine Division of Rehabilitation Medicine Division of Postgraduate Medical Education
MUSIC—	Faculty of Music The Royal Conservatory of Music General Syllabus Pianoforte and Theory Syllabus
NURSING—	School of Nursing
PHARMACY—	Faculty of Pharmacy
PHYSICAL AND HEALTH EDUCATION—	School of Physical and Health Education
SOCIAL WORK—	School of Social Work

Enquiries about the following institutions affiliated with the University of Toronto should be addressed directly to the Registrar concerned in each case:

Ontario Agricultural College, Guelph, Ont.
Macdonald Institute, Guelph, Ont.
Ontario Veterinary College, Guelph, Ont.
York University, 1275 Bayview Ave., Toronto 17

Ontario College of Education

Calendar 1963-1964

University of Toronto

In view of increasing costs of supplies and labour, fees, residence dues and other charges set forth in this calendar are subject to change by the Board of Governors.

UNIVERSITY OF TORONTO

CALENDAR

Ontario College of Education

1963-1964

UNIVERSITY OF TORONTO PRESS
1963

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CALENDAR, 1963–1964

	Courses	*Begins*	*Ends*
1963	Initial Eight-Week Summer Session (High School Assistants)	July 2	Aug. 23
	Completing Seven-Week Summer Session (High School Assistants)	July 2	Aug. 16
	Regular Eight-Week Summer Session (High School Assistants)	July 3	Aug. 23
	Summer Session (Type A)	July 3	Aug. 9
	Summer Session (Home Economics, Intermediate Part I)	July 3	Aug. 2
	Summer Session (Home Economics, Intermediate, Part II)	July 3	Aug. 2
	Summer Session (Home Economics, Intermediate, Part III)	July 3	Aug. 2
	Summer Session (Home Economics, Intermediate for University graduates)	July 3	Aug. 9
	Summer Session (School Librarianship)	July 2	Aug. 2
	Summer Session (Commercial, Intermediate, Part I)	July 2	Aug. 2
	Summer Session (Commercial, Intermediate, Part II)	July 2	Aug. 2
	Summer Session (Commercial, Specialist)	July 2	Aug. 2
	Summer Session (Industrial Arts, Intermediate, Part II)	July 2	Aug. 2
	Summer Session (Industrial Arts, Specialist)	July 2	Aug. 2
	Summer Session (Vocational, Type B)	July 2	Aug. 2
	Summer Session (Vocational, Type A)	July 2	Aug. 2
	Summer Session (Provincial Institute of Trades Technical Instructors Course, Part II)	July 2	Aug. 2
	Summer Session (Education)	July 2	Aug. 10
	Regular Autumn Term	Sept. 24 (9 a.m.)	Dec. 20 (5 p.m.)
1964	Regular Winter Term	Jan. 6 (9 a.m.)	Mar. 26 (5 p.m.)
	Regular Spring Term	Apr. 6 (9 a.m.)	May 29 (5 p.m.)

Dates

1963	Sept.	24	Registration
	Sept.	25	Address by the President to the students of all faculties and schools at 3.45 p.m. in Convocation Hall
	Oct.	14	Thanksgiving Day
	Nov.	11	Remembrance Day Service 10.45 a.m.
	Nov.	22	Autumn Convocation 8.30 p.m.
	Dec.	31	Last day for accepting applications for supplemental practical tests
1964	Jan.	20	Last day for receiving the second instalment of fees
	Jan.	31	Last day for accepting applications for supplemental written examinations
	Mar.	27	Good Friday
	May	4–13	Final Examinations
	May	29–June 5	University Commencement

ADMINISTRATIVE STAFF

1962–63

THE UNIVERSITY

President.....C. T. Bissell, M.A., Ph.D., D.Litt., LL.D., F.R.S.C.

Executive Assistant to the President.....J. H. Sword, M.A.
Registrar.....R. Ross, M.B.E., M.A.
Chief Librarian.....R. H. Blackburn, M.A., B.L.S., M.S.
Director of University Extension.....D. C. Williams, M.A., Ph.D.
Chairman of the Medical Sciences Advisory Council
J. A. MacFarlane, O.B.E., E.D., B.A., M.B., LL.D., F.R.C.S.

Vice-President (Academic).....M. St. A. Woodside, M.A., LL.D.
Vice-President (Administration).....F. R. Stone, B.Com., F.C.A.
Comptroller.....G. L. Court, D.F.C., M.Com., C.A.
Secretary of the Board of Governors.....J. F. Brook
Superintendent of Buildings and Grounds.....F. J. Hastie, B.Sc., P.Eng.
Chief Accountant.....D. J. Reid

Director of the University of Toronto Press.....M. Jeanneret, B.A.

Director of Alumni Affairs.....J. C. Evans, B.A.
Director of Information.....K. S. Edey
Director of Development.....R. J. Albrant
Director of Graduate Records.....C. G. M. Grier, E.D., M.A.

Warden of Hart House.....J. McCulley, M.A.
Director of University Health Service G. E. Wodehouse, M.C., M.D., F.R.C.P.
Assistant Director of University Health Service—Women
Miss F. H. Stewart, B.A., M.D.
Director of the Placement Service.....J. K. Bradford, O.B.E., M.A.Sc.
Director of Athletics and Physical Education—Men.....W. A. Stevens, B.S.
Director of Athletics and Physical Education—Women.....Miss Z. Slack, B.A.
General Secretary-Treasurer of the Students' Administrative Council
E. A. Macdonald, B.A.
Director of Hart House Theatre.....R. S. Gill, M.A.

Ontario College of Education

Dean.....B. C. Diltz, M.A., LL.D.
Director of the Department of Educational Research
R. W. B. Jackson, B.A., Ph.D.
Assistant Director of the Department of Educational Research
W. G. Fleming, B.A., Ed.D.
Director of Graduate Studies.....G. E. Flower, M.A., Ed.D.
Associate Director of Graduate Studies.....C. C. Pitt, M.A., B.Paed., Ph.D.
Director of the Guidance Centre.....M. D. Parmenter, M.A.
Director of Vocational and Industrial Arts Teacher Education
R. D. Phillips, B.Sc., M.Ed., P.Eng.
Assistant Director of Vocational and Industrial Arts Teacher Education
A. W. Frizzell, B.A.Sc., P.Eng.
Supervisor of Practice Teaching.....D. F. Dadson, B.A., B.Ed.
Supervisor of Women Students.....Miss Helen B. St. John, M.A., O.A.
Director, Advanced Academic Recommendations.....H. M. Fowler, B.A., Ed.D.
Associate Director, Advanced Academic Recommendations
J. S. Carlisle, B.A., B.Paed.
Librarian.....Miss Dorothy A. Thompson, B.A.
Registrar.....Miss A. A. L. Elliott, B.A.

Note.—Communications to the Ontario College of Education should be addressed to the Registrar, Ontario College of Education, 371 Bloor Street W., Toronto 5.

GENERAL INFORMATION

The Ontario College of Education trains candidates for certificates as teachers and in particular for Provincial certificates as teachers in secondary schools. It also offers courses leading to the B.Ed., M.Ed., Ed.D., M.A., and Ph.D. degrees.

The buildings of the Ontario College of Education on Bloor Street contain lecture-rooms, laboratories, and reading-rooms for the accommodation of the students, and model class-rooms for observation and practice-teaching.

While the chief exercises of the Ontario College of Education will be conducted in the buildings on Bloor Street, the students in Education may use the University's library, gymnasium, and athletic fields, and Hart House, under such conditions as obtain with other students. They will also be admitted free to the Royal Ontario Museum, Bloor Street, and to the Toronto Art Gallery, Dundas St., from 9 a.m. to 5 p.m., on presentation of their registration cards.

HOUSING SERVICE

The Students' Administrative Council of the University of Toronto prepares annually a list of rooming houses, flats, apartments and homes. This list may be consulted at the housing office in The Students' Administrative Council building on the University campus. Through this service many opportunities have been afforded students, including those who are married, to obtain lodgings and board in exchange for part-time service.

A list of boarding and rooming houses for students is also prepared by the Ontario College of Education; copies may be obtained on request to the College Registrar.

COURSES AND CERTIFICATES

1. (1) The following courses are offered:

(*a*) Courses for the following certificates (all Interim): High School Assistants, Type B; High School Assistants, Type A;[1] Elementary-School Teachers,[2] Part I of the course for the Intermediate in Art;[4] Part I of the course for the Intermediate in Physical Education;[4] Part I of the course for the Intermediate in Industrial Arts;[3] Part I of the course for the Intermediate in Instrumental Music and in Vocal Music;[4] Part I of the course for the Intermediate in

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[1]See Section 18 (1).

[2]This course may not be completed in the regular College session but requires a subsequent summer session before the candidate will be recommended for the certificate.

[3]This course may not be completed in the regular College session but requires three subsequent summer sessions before the candidate will be recommended for the certificate.

[4]The courses leading to High School Assistants' certificates, Type A, in Physical Education, Art, Instrumental Music and Vocal Music and commercial Specialist are open only to those who qualify under Section 26.

Home Economics; the Intermediate in Home Economics; Part I of the course for the Intermediate Accountancy or Secretarial in Commercial Subjects; Part I of the course for the Intermediate in School Librarianship; course for the Theatre Arts; Vocational, Type B; Vocational, Type A; Intermediate in Industrial Arts; Specialist in Industrial Arts.

(*b*) Course for the degree of B.Ed.

(*c*) Courses under the School of Graduate Studies for the degrees of M.A., M.Ed., Ed.D., and Ph.D.

(2) High School Teachers' Certificates.[1]

(*a*) Grades of Certificates:

The following grades of certificates qualify the holders for teaching in High Schools and Collegiate Institutes:

(i) An Interim High School Assistant's certificate, Type B, which qualifies the holder for five years as an Assistant.

(ii) A Permanent High School Assistant's Certificate.

(iii) An Interim High School Assistant's Certificate, Type A, which qualifies the holder for five years as an Assistant.

(iv) A High School Specialist's Certificate which qualifies the holder to be head of a Department.

(*b*) Requirements for the above Certificates:

(i) For an Interim High School Assistant's Certificate, Type B: The completion of the professional course of training for this certificate at the Ontario College of Education.

(ii) For a Permanent High School Assistant's Certificate: The Interim High School Assistant's Certificate, Type B, and two years' successful teaching experience in Ontario in a secondary school or in Grades IX or X of a Public or Separate School.

(iii) For an Interim High School Assistants' Certificate, Type A: The completion of the professional course of training for this certificate at the Ontario College of Education.

(iv) For a High School Specialist's Certificate: An Interim High School Assistant's Certificate, Type A, and two years' successful teaching experience in Ontario in the subject or subjects covered by the Interim High School Assistant's Certificate, Type A.

(*c*) The holders of Interim High School Assistants' Certificates, Type B, or Permanent High School Assistants' Certificates may secure Interim High School Assistants' Certificates, Type A, under the conditions outlined in Section 17 of this calendar.

SESSION

2. Enrolment will take place at 9 a.m., Tuesday, September 24. The Autumn Term will end December 20, at 5 p.m., and the Winter Term will begin January 6 at 9 a.m. The Spring Term will begin April 6 and end May 13.

[1]For certificates in Vocational Training and in Industrial Arts, see Section 79.

DUTIES OF STUDENTS

3. (1) Regular attendance on the part of candidates for Provincial certificates is indispensable, except for such as are exempt from attendance under the regulations of the Department of Education, and for such as are permitted by the Dean to act, after Christmas, for not more than a total of one week, as substitute teachers in the schools of Ontario.

(2) Students whose class-work shows them to be unduly deficient in scholarship, or whose attendance or progress is unsatisfactory, may be dismissed from attendance by the Council of the College at any time during the session.

(3) On the Dean's report to the Minister of Education as to the physical unfitness of a student for training for a Provincial certificate as a teacher, the Minister may require a special medical examination of such student, and, as a result thereof, may direct that his registration for such training be cancelled.

(4) Various religious, athletic, literary and dramatic associations are formed each session. For professional improvement all students shall share in the activities of the literary and dramatic associations.

FEES

4. (*a*) High School Assistants' Course, Type B, and Vocational Training and Industrial Arts courses.

*Academic Fee	†Incidental Fees	Total Fee (if paid in one instalment)	First Term Instalment due Oct. 1	Second Term Instalment due Jan. 20
		Men		
$200	$53[1]	$253	$163	$93[2]
		Women		
$200	$33[1]	$230	$140	$93[2]

NOTES: 1. The Academic Fee (which includes the examination and University Library fees) and the Incidental Fees are to be paid to the UNIVERSITY OF TORONTO. After January 20, an additional deferred payment fee of $3 per month shall be imposed until the whole amount is paid.

*The fee is the same for the Session after Christmas as for the regular College Session.

†These Incidental Fees include the following fees:—

For men—Hart House; Students' Administrative Council; Athletic; Health Service; and Medical Examination for admission to the College.

For women—Students' Administrative Council; Athletic; Health Service; and Medical Examination for admission to the College.

[1]A student who holds an Ontario teaching certificate will pay $49 or $29, as the case may be, because he or she will not be required to take a medical examination.

[2]An additional charge of $3.00 is made for payment of fees in two instalments.

2. A late registration fee of $10.00 will be assessed against any student who registers after the last date for normal registration in his or her faculty or school.

3. There is no additional fee for a High School Assistants' course, Type A, or for a Supplementary course when taken concurrently with the High School Assistants' course, Type B.

(*b*) For Supplemental Examinations:	
Fee for examination in one subject of any course when repeated in a subsequent Session	**$10.00**
(*c*) For Summer Courses[1]	
Fee for the Initial Eight-Week Summer Course (including medical examination)	**$155.00**
Fee for the Completing Seven-Week Summer Course	**80.00**
Fee for the Regular Eight-Week Summer Course (including medical examination for non-Ontario teachers)	**155.00**
Fee for the Type A Seminars	**75.00**
Fee for the Intermediate Home Economics Summer Courses:	
Intermediate, Part I	**50.00**
Intermediate, Part II	**50.00**
Intermediate, Part III	**50.00**
Intermediate for graduates	**75.00**
Fee for the Commercial Summer Courses:	
Intermediate, Part I	**50.00**
Intermediate, Part II	**50.00**
Specialist	**50.00**
Vocational-Commercial	**75.00**
Supplemental examinations, per subject	**5.00**
Fee for Industrial Arts Summer Courses:	
Intermediate, Part IV	**50.00**
Specialist, Part I	**50.00**
Specialist, Part II	**50.00**
Specialist, Part III	**50.00**
Fee for Vocational Summer Courses:	
Technical Institute Instructors, Parts I, II, and III	**80.00**
Type B for holders of H.S.A., Type B certs.	**50.00**
Type A, Part I	**50.00**
Type A, Part II	**50.00**
Occupational Trades, Part II and Re-certification, Part II	**25.00**
Emergency for Type B, Parts I, II, and III	**80.00**
Fee for School Librarianship Summer Course:	
Intermediate, Part I	**50.00**
Intermediate, Part II	**50.00**
Elementary-School Completing Course	**25.00**

[1]The incidental fees required of students in the regular session shall not be required of students in these summer sessions.

5. (1) FINAL EXAMINATIONS

No candidate will be permitted to take more than twice any final examination, or part thereof, for any certificate listed in this calendar.

(2) APPEALS

The answer papers of the final examinations of all unsuccessful candidates for Provincial certificates are re-read by the examiners, and the results of the first reading reconsidered before a decision to reject is reached. Despite this fact any unsuccessful candidate may have his case considered a third time if within two weeks after the announcement of the results he lodges with the Minister of Education his appeal, with a statement of the grounds on which it is based, and with a fee of $10.00. The fee will be refunded if the appeal is sustained.

6. SCHOLARSHIPS AND PRIZES

NOTE

As the value of an endowed scholarship or prize is dependent on the actual income of the fund, it is possible that the value of certain scholarships and prizes at the time of payment may be less than the amount stated in the calendar.

In those cases where the amount of the award is not payable from income earned on an endowed fund, payment will be dependent on the receipt of the amount of the annual award from the donor.

THE HUGH W. BRYAN MEMORIAL SCHOLARSHIP OF THE ONTARIO SECONDARY SCHOOL TEACHERS' FEDERATION

(1) The Ontario Secondary School Teachers' Federation has founded an annual scholarship of the value of the interest on $2,000 in memory of a former President of the Federation, Dr. Hugh W. Bryan. This scholarship will be awarded by the Bryan Memorial Scholarship Committee of the Federation, at the close of each session and after the receipt of a report from the Council of the College of Education, to the student in regular attendance throughout the session in the High School Assistants' Course who has shown "the most outstanding qualities of scholarship, teaching ability, and character."

THE LAURA L. OCKLEY SCHOLARSHIP IN HOME ECONOMICS

(2) Former students of Miss Laura L. Ockley, who was in charge of the training of Home Economics teachers in the University of Toronto from 1912 to 1943, have founded in her honour an annual scholarship of the value of $100. This scholarship will be awarded at the close of the session to a student in regular attendance in the High School Assistants' course, Type A, in Home Economics, or in the Intermediate Home Economics course, who has shown the most outstanding qualities of "scholarship and teaching ability in Home Economics and

leadership in human relations." Awards over a period of years will be made to students of the High School Assistants' courses, Type A, in Home Economics, and of the Intermediate Home Economics course in proportion to the registration in these courses during that period.

THE PAKENHAM MEMORIAL PRIZE

(3) As a memorial to Dr. William Pakenham, Dean of the Ontario College of Education from 1907 to 1934, the teachers of Ontario have founded an annual Memorial Prize of the value of the interest on $1,000. The Prize will be in the form of books stamped with the Coat of Arms of the University of Toronto, and will be awarded to the student who obtains the highest standing, as reported in the annual returns of the College, in the subjects of Part I of the High School Assistants' course, Type B, and in Practice Teaching.

THE JOHN THOMAS CRAWFORD MEMORIAL SCHOLARSHIP

(4) Mrs. J. T. Crawford has established an annual scholarship of $150 in the University of Toronto in memory of her husband, the late Professor John Thomas Crawford.

The scholarship, known as the John Thomas Crawford Memorial Scholarship, will be awarded to the candidate in the honour course in Mathematics and Physics in the University of Toronto who stands highest in the final examinations of the fourth year among those who proceed to the Ontario College of Education. The Scholarship will be paid on the successful completion of the fall term of the College of Education.

If no graduate of the Mathematics and Physics course attends the College the highest qualified candidate from the Physics and Chemistry course or from the Engineering Physics course, taken in that order, will be awarded the scholarship when other conditions are satisfied.

THE DU PONT OF CANADA SCHOLARSHIPS FOR SCIENCE OR MATHEMATICS TEACHERS

(5) The Du Pont Company of Canada Limited offers five grants of $1,500 each to be used (1) to help attract competent science or mathematics students into the teaching profession and (2) to encourage science or mathematics teachers presently teaching in secondary schools to improve their competency.

These scholarships may be awarded to (1) a graduate or an undergraduate in an honours course in, or who has majored in, science or mathematics and who agrees to enroll at the Ontario College of Education for the following academic year for training as a secondary school science or mathematics teacher, or to (2) a science or mathematics teacher already teaching in a secondary school and whose ability would be improved by a year's postgraduate work. Awards made for (1) and (2) are increased by $600 if the student or teacher is a married man.

Alternatively the faculty may use one grant of $1,500 to award five summer scholarships of $300 each to secondary school teachers for additional training in science or mathematics.

These scholarships are tenable for the academic year 1963–1964 and for the summer of 1963. Detailed information and application forms are available from the Registrar, Ontario College of Education. Completed applications must be submitted to the Registrar not later than April 1, 1963.

THE POLYMER CORPORATION SCHOLARSHIP IN MATHEMATICS AND SCIENCE

(6) The Polymer Corporation Limited of Sarnia, Ontario, has established a scholarship of $750 to promote interest and to increase the supply of teachers qualified to teach mathematics and science in secondary schools.

The scholarship will be awarded to a resident of Ontario who is an Arts or Science graduate of a recognized university, whose degree satisfies Canadian standards or who is a Polymer employee and who graduated within the last five years from a Canadian University. Candidates must be prepared to teach mathematics and/or science in a secondary school upon completion of the qualifying course at the Ontario College of Education.

Application forms are available at the Ontario College of Education, at any recognized Canadian university (c/o Registrar), or by direct request from Polymer Corporation Limited. Application forms must be received not later than April 1, 1963, by the Secretary, Scholarship Committee, Polymer Corporation Limited in Sarnia, Ontario.

THE CONFEDERATION LIFE ASSOCIATION SCHOLARSHIP IN MATHEMATICS OR MATHEMATICS AND PHYSICS

(7) The Confederation Life Association has established a scholarship of $500 to attract honour graduates in Mathematics or in Mathematics and Physics into the teaching profession. The applicant must be a graduate of a Canadian university and must agree to attend the 1963–1964 session of the Ontario College of Education to qualify for a Type A certificate in Mathematics or Mathematics and Physics.

Application forms are available from the Registrar, Ontario College of Education, or from the Head of the Department of Mathematics or Physics at the student's university.

The completed application forms must be received by the Registrar, Ontario College of Education before April 1.

THE CANADIAN MATHEMATICAL CONGRESS SCHOLARSHIPS

(8) The Canadian Mathematical Congress, the national organization of mathematicians, awards annually scholarships of $300 to honours graduates in

mathematics from Ontario universities to aid them in attending the Ontario College of Education as candidates for Type A certificates in mathematics. Two scholarships are allotted to the University of Toronto and one each to Assumption University, Carleton University, McMaster University, Queen's University, University of Ottawa and University of Western Ontario.

The Awards are made by the various universities. Application should be made to the head of the Department of Mathematics at the student's university. Awards of $150 may be made to students who wish to qualify for admission to the Type A course and examinations in mathematics through summer courses. In such cases the award is made for the first summer only.

THE KATHARINE SHERK MEMORIAL FUND

(9) The Ontario Federation of Home and School Associations has set aside a fund in honour of a Past President of the Federation, the late Katharine Sherk, to be used to encourage university students to enter the teaching profession.

The Federation has recommended that an award of $500. be offered to a deserving student in the final year of a three or four-year course, who attends the Ontario College of Education during the regular session 1963–1964.

Applications should be made to the Registrar, Ontario College of Education, before April 1, 1963.

ZONTA BURSARY—NELLIE LYLE PATTINSON AWARD

(10) The Zonta Club of Toronto offers an annual scholarship of $200 to a student registered in Home Economics in a teacher training institution. The award will be made not later than January 1 to an applicant who shows reasonable evidence of need, standing as a superior student and potential ability as a teacher.

ZONTA LOANS

Loans up to $250 will be made to any woman student repayable in eighteen months without interest. Apply to the Librarian of the College of Education.

THE ANNE W. CAMERON MEMORIAL AWARD

(11) The Home Economics Section, Ontario Educational Association, has established scholarships in memory of the late Miss Anne W. Cameron, Inspector of Home Economics, Ontario Department of Education, as follows:

(*a*) An award of $200 annually to a graduate from an Honour Course in Home Economics in an Ontario university who attends the Ontario College of Education to obtain a High School Assistant's Certificate, Type A, Home Economics.

(*b*) An award of $100 annually to a student enrolled at either the Ontario College of Education or the Toronto Teachers' College in a course leading to the Intermediate Certificate in Home Economics.

These awards will be made on the basis of scholastic achievement prior to entrance to a teacher training institution.

THE TORONTO BOARD OF EDUCATION TEACHING BURSARIES

(12) The Toronto Board of Education offers scholarships to candidates who qualify professionally through the Ontario College of Education special summer courses and who commit themselves legally to teach secondary school in Toronto for a period of five years after qualification.

For further details applicants should write to Mr. J. R. H. Morgan, Superintendent of Secondary Schools, Board of Education, 155 College Street, Toronto.

7. BURSARIES AND LOANS

(1) Dominion-Provincial Student Aid Bursaries may be awarded to students in financial need who are resident in Ontario and who are in attendance at the University of Toronto. Further information may be obtained from the Secretary of the Faculty.

(2) Provincial Student-Aid Loans of the Province of Ontario may be awarded to students in financial need who meet the conditions of the award. Application forms may be obtained from the Registrar, Ontario College of Education.

(3) Loans from the Ontario Secondary School Teachers' Federation are available to students of the winter course. Applications should be made to the Registrar, Ontario College of Education.

8. (1) HART HOUSE

All men students are required to become members of Hart House. The purpose and the conditions of this membership are defined in a bulletin to be distributed at the time of registration.

(2) UNIVERSITY HEALTH SERVICE

Information about this service may be obtained at registration.

COURSE FOR THE HIGH SCHOOL ASSISTANT'S CERTIFICATE, TYPE B[1]

CONDITIONS OF ADMISSION

9. (1) Except as provided in (2) and (3) below, an applicant for admission to the course for an Interim High School Assistant's certificate, Type B, shall make

[1]In all cases certificates referred to are Interim, not Permanent.

application not later than August 31, to the Registrar of the Ontario College of Education on an official form to be obtained from the Registrar, and should submit with this application:

(*a*) A certificate of birth. An applicant must be at least 20 years of age before October 1 of the year in which he applies for admission.

(*b*) If not born in Canada, a certificate from a competent authority that he is a Canadian citizen or a British subject or must submit a Declaration of Intention to become a Canadian citizen.[1]

(*c*) His transcript in duplicate and certificate of graduation as Bachelor or Master of Arts, Bachelor or Master of Science, Bachelor of Commerce, Bachelor of Science in Agriculture, Bachelor of Applied Science, Bachelor of Household Science, Bachelor of Music,[2] or Bachelor of Physical and Health Education, from a university, after a regular university course, approved by the Minister of Education as to admission requirements and as to content[3] of the undergraduate courses. Graduates of the University of Toronto should ask the Secretary of the Faculty of Arts to send the transcripts direct to the Ontario College of Education.

(2) Before the final admission, an applicant must have submitted a Preliminary Medical Report signed by a qualified physician on a form obtainable by the applicant from the Registrar of his university, the Ontario College of Education, or the Registrar, Department of Education.

Each applicant will be required before or during the course to pass a physical examination conducted by a medical examiner appointed for the purpose. A recommendation of exclusion will be made in cases of (1) a disease such as recent active tuberculosis or other communicable infection that might endanger the health of pupils, (2) a severe defect of vision, hearing, or speech; epilepsy except as noted in the next paragraph; serious and repeated or recent mental illness; or a marked cosmetic or orthopedic defect including dwarfism and gross obesity, (3) a disease such as severe heart disease, uncontrollable diabetes, etc., that would likely interfere with the performance of the usual duties of a teacher.

Where the medical report discloses conditions that may not, at the time, warrant exclusion but that may in future interfere with the person's teaching career, the student will be permitted to continue his course, provided that he signs a Consent Form waiving disability privileges under the Teachers' Superannuation Act. Acceptance with such a waiver may be recommended in the following cases: when there is a history of mental illness; when there is a history of tuberculosis (with evidence of inactivity); most cases of diabetes; heart disease without much disability; epilepsy, of moderate degree and well controlled by moderate amounts of medication; overweight; other conditions such as would increase the risk for insurance purposes.

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[1]This is in accordance with a Departmental requirement. See the Department of Education Act, 1954, Section 11 (i)(c).

[2]This refers to the degree in the course in Music Education of the University of Toronto introduced in 1946 and revised in 1960.

[3]The university course should include a minimum of 21 credits (7 full university courses) in at least three subjects that provide background for secondary school teaching.

If an applicant has reason to think that he might not pass the medical examination, he may apply for an advance medical examination about three months before the beginning of the course he proposes to attend, by writing to the Deputy Minister of Education requesting this privilege, and by remitting with the request the medical examination fee of $3.75 made payable to The Treasurer, Province of Ontario.

(3) No candidate will be admitted whose teaching certificate has been cancelled or suspended.

(4) Should a candidate for admission give evidence of his inability to speak English fluently enough to conduct a class in an Ontario secondary school, or should he for any other reason appear to be a poor prospect for the teaching profession, he may be asked to meet an Advisory Committee appointed by the Dean. On the recommendation of this Committee the candidate may be refused final admission.

(5) If an applicant, resident in Ontario, is rejected because of a medical examination, or a decision of the Advisory Committee appointed by the Dean, the applicant's fee will be refunded and the actual cost of transportation from the Ontario College of Education to the applicant's home will be paid by the College.

(6) An applicant for admission to this course who is not a candidate for the certificate of the Ontario Department of Education must comply with such conditions of admission as the Council of the Ontario College of Education may determine.

(7) Candidates eligible for admission to the Regular Eight-Week Summer Session may, if they prefer, attend a Regular Session of the College or a Regular Session from January to May, in order to secure a High School Assistant's certificate, Type B. (See Section 81.)

10. TEXT-BOOKS

The text-books for the academic work are those prescribed for the High Schools of Ontario in each subject of the student's course.

For Observation and Practice-teaching students should supply themselves with copies of all necessary school text-books.

11. PROGRAMME OF STUDIES

(1) The course of training for the Interim High School Assistant's certificate, Type B, consists of two parts as follows:

Part I: (*a*) General professional courses, including History and Philosophy of Education, Educational Psychology, and School Management and Law.

(*b*) Courses in the principles and procedures of teaching any *three*[1,2,3,4,5] of the following:

English
History
Geography
Mathematics
Science
Latin
French
German
Greek
Spanish
Italian
Russian
One of the Supplementary courses listed in Section 22.

Part II: Observation and Practice Teaching.

(2) Students in attendance in the High School Assistants' course, Type B, may take also, if they possess the required qualifications, a High School Assistants' course, Type A, and a Supplementary course, unless one has already been chosen as a third option of the Type B course.

(3) Diction, Voice Production, Guidance and Library Science.

Oral proficiency in English is expected of all students. Throughout the session lectures on Diction and Voice Production mentioned in Section 55 will be given. In these classes students will be given practice in effective reading, speaking and writing. Students requiring speech correction may be withdrawn by the Dean from their supplementary courses for this remedial work. All students will take a series of lectures in Guidance and a series of lectures in Library Science.

ORGANIZATION OF COURSE

12. (1) Instruction in the various teaching procedures best suited to the subjects of the High School courses will be based on a study of the academic

[1]Candidates for High School Assistants' certificates, Type A, as defined in section 18 (1), in selecting their subjects from (*b*) above, must include the corresponding subject or subjects of the High School Assistants' course, Type A.

[2]German, Spanish, Greek, Russian and Italian may be chosen only by candidates for the High School Assistants' certificates, Type A, except by permission of the Dean.

[3]Candidates should not choose French unless they have oral proficiency in the language, and have a thorough knowledge of phonetics, French grammar, and syntax.

[4]Candidates should not choose Science without having taken university courses in Science.

[5]When English is combined with Mathematics and Science, the emphasis in the English course will be upon language and composition.

content of each subject with a view to determining the quality of the student's scholarship and ability to apply appropriate principles.

(2) The following introductory work will be taken up at the beginning of the session:

(*a*) A brief course in the General Method of the Recitation as a preliminary to Observation and Practice-teaching.

(*b*) Supervised Observation and Practice lessons in secondary school grades. Students will be notified of the subject and scope of each Observation lesson, and should prepare the lesson beforehand. After observing the lesson they will discuss it with the teacher or lecturer concerned.

(3) The introductory course defined in (2) above will be followed by systematic Observation and Practice-teaching, under the general supervision of the lecturers in the Ontario College of Education.

Exclusive of the introductory work, the programme of instruction will include for each student at least 25 full days of Observation and Practice-teaching. This number may be increased to meet the needs of individual students.

(4) (*a*) The Observation and Practice-teaching for each student will be arranged to represent as far as practicable the work in all grades of the secondary schools.

(*b*) From time to time, throughout the College session, students will be excused from the regular College exercises, and will be assigned to approved practice-schools for continuous periods of Observation and Practice-teaching. For part of each of these periods of continuous practical work the student will be wholly responsible for the management of his class.

(5) Students will be notified of the subject and the scope of each Practice-teaching lesson required and shall prepare a plan of each Practice-teaching lesson for submission to the teacher.

(6) (*a*) The lecturers of the Ontario College of Education will develop the details of their subjects in the teaching order, and, after each suitable step, model lessons will be taught in special classes and in the practice schools.

(*b*) From time to time, the lecturers of the Ontario College of Education will be present at the Observation lessons and Practice-teaching of the students and will join in the criticism and valuation of their work.

EXAMINATIONS

13. (1) The final standing of students in attendance will be determined by the combined results of the sessional records and the records of the final examinations in the subjects of Part I, and by the results of the records of the Observation and Practice-teaching of Part II.

(2) The sessional records represent oral and written exercises, practical work, practice in making examination papers, and in valuing the answer-papers

of pupils, and written examinations which will test in particular the academic scholarship of the candidates.

(3) At the final examinations in Part I, each paper in the academic subjects will contain questions in methodology, which will test also the candidate's academic knowledge and, if his sessional records and his answers to these questions show that his academic knowledge is defective, he will be rejected on this ground alone.

(4) No student in Science or in Modern Languages will be recommended for a certificate who is not awarded 50% of the marks assigned to laboratory practice in Science or to the oral practice in the Languages.

(5) The maximum marks assigned to each subject in Part I will be 100. In all subjects a maximum of 40% of the marks will be assigned to the sessional records and 60% to the final written examinations.

CERTIFICATES[1]

14. (1) A student who obtains 50% of the marks in each of the required subjects of Part I and 60% of the aggregate of the marks in each of the divisions of Part II, may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim High School Assistant's certificate, Type B.

(2) A student who passes in Part II and fails in not more than two of the required subjects of Part I, of which only one may be a course in methods of teaching, will be exempted from further attendance.

(3) All other students who have failed to obtain the necessary final standing will be required to attend another regular session, or the two special summer courses leading to the High School Assistant's certificate, Type B.

SUPPLEMENTAL EXAMINATIONS

15. Candidates who failed at an examination under former regulations and who were exempted from subsequent attendance at the Ontario College of Education shall take, not later than a date determined in each case by the Minister of Education, the final examination papers as prescribed herein but their standing shall be determined in the subjects as constituted under the regulations in force when they first wrote.

Candidates exempt from attendance may take their written examinations in Part I at the Ontario College of Education, Toronto, or at one of the Provincial Teachers' Colleges outside of Toronto or, in the case of candidates who live in Provincial Districts, at approved local centres where inspectors of schools are available as presiding officers. Application for written examinations must be made by January 31. This regulation will apply to both Type B and Type A candidates.

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[1]In all cases certificates referred to are Interim, not Permanent.

Type A candidates exempt from attendance will take their practical tests at the Ontario College of Education, Toronto, or in special cases, at local centres under the supervision of the visiting Provincial Inspector. The conditions that determine these cases may be learned from the Ontario College of Education on application at the beginning of the session. Since the practical tests are final examinations, the results will be released at the same time as the results of the final written examinations of the Ontario College of Education. Application for practical tests must be made by December 31. This regulation will apply to both Type B and Type A candidates.

The final standing of students not in attendance will be determined by the final written examinations and by teaching in the department concerned. For this purpose the maximum of marks in each case will be 100.

Should a student fail a second time in either or both of his supplemental examinations, he may be admitted to the Regular Eight-Week Summer Course, choosing different options if he so wishes, or he may be asked to withdraw from teaching altogether. The decision rests with the Revising Board.

16. A teacher who has obtained standing in approved university courses to a total of 15 credits in one of the secondary school subjects, or standing to a total of 24 credits in two subjects, may apply to the Registrar of the Ontario College of Education to recommend to the Department of Education that his certificate be endorsed after the candidate has secured the necessary credits and has subsequently completed a year of successful teaching in the subject(s) of his concentration.

COURSES FOR HIGH SCHOOL ASSISTANTS' CERTIFICATES, TYPE A[1]

CONDITIONS OF ADMISSION

17. (1) Applicants for admission to the courses for High School Assistants' certificates, Type A, shall also be applicants for admission to the course for the High School Assistant's certificate, Type B. No candidate will be awarded a High School Assistant's certificate, Type A, or receive credit towards said certificate *before* he has been awarded a High School Assistant's certificate, Type B.

(2) A candidate for a High School Assistant's certificate, Type A, who is also a candidate for admission to the course for a High School Assistant's certificate, Type B, shall comply with the conditions for admission prescribed for candidates for the High School Assistant's certificate, Type B, and shall submit evidence of the required standing in the final or graduation courses approved by the Minister of Education.[2]

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[1]In all cases certificates referred to are Interim, not Permanent.

[2]For information regarding the alternative plan for admission to Type A courses, communicate with the Registrar, Ontario College of Education.

COURSES

18. (1) Courses will be offered for Interim High School Assistants' certificates, Type A, in Agriculture, Classics, English, English and French, English and German, English and Latin, English and Spanish, English and History, Geography, History, French Language and Literature, French and German, French and Italian, French and Spanish, French and Russian, Latin and French, Latin and Greek, Latin and Italian, Mathematics, Mathematics and Physics, Science, Physics and Chemistry, Physics and Biology, Chemistry and Biology, Chemistry, Biology, Physics, and Home Economics.

(2) Courses will also be offered leading to High School Assistants' certificates, Type A, in Physical Education, Art, Instrumental Music, and Vocal Music, and commercial Specialist under the conditions defined in Section 26.

(3) Each Type A course shall consist of at least the equivalent of two seminar periods per week throughout the Session and of special Observation and Practice-teaching in the subjects in which the candidate is an applicant for a High School Assistant's certificate, Type A.

TEXT-BOOKS

19. Students in the courses for High School Assistants' certificates, Type A, shall supply themselves with such text-books as may be recommended by the instructors.

EXAMINATIONS

20. Subject to the condition that no student may be awarded a High School Assistant's certificate, Type A, who does not already hold or is not also awarded a High School Assistant's certificate, Type B, the final standing of students in attendance in the High School Assistants' courses, Type A, will be determined by the records of the Practice-teaching in the department or subject concerned, and by the combined results of the sessional records and the records of the final examinations in the same department or subject. The sessional records represent oral and written exercises, practical work, practice in preparing examination papers, and in valuing the answer-papers of pupils, and such term work as the instructors may prescribe. The records of the final examinations will be based upon two examination papers taken in each department at the close of the session. The maximum marks represented in the Practice-teaching will be 100; in the sessional records 40; and in the final written examinations of the department or subject 60.

CERTIFICATES[1]

21. (1) On the recommendation of the examiners the Minister of Education may grant the High School Assistants' certificates, Type A, referred to in Section 18 to students in attendance who have fulfilled the conditions of the course for

[1]In all cases certificates referred to are Interim, not Permanent.

the High School Assistant's certificate, Type B, and in their High School Assistants' course, Type A, have obtained (*a*) 66% of the aggregate of marks represented in the sessional records and the records of the final examinations and (*b*) 66% of the marks assigned to the Practice-teaching.

(2) On the recommendation of the examiners the Minister of Education may grant the High School Assistants' certificates, Type A, of Section 18 (1) to students who are awarded High School Assistants' certificates, who are duly qualified for admission to a High School Assistants' course, Type A, and who obtain 66% of the marks assigned to the written examinations and to the practical test, respectively, in the High School Assistants' course, Type A, concerned.

(3) Students who are awarded High School Assistants' certificates, Type A, in Home Economics under (1) and (2) above and who hold or obtain Elementary-School teacher's (or First Class) or Second Class certificates are qualified to teach in the Home Economics departments of Public and Separate Schools.

SUPPLEMENTARY COURSES[1]

22. Students in attendance in the High School Assistants' course, Type B, may take also *one*[2] of the following Supplementary courses in addition to the Type B course or as part of the Type B course:

I. Course for Part I of the Intermediate Physical Education certificate.[5]
II. Course for Part I of the Intermediate Art certificate.[5]
III. Course for Part I of the Intermediate Vocal Music certificate.[5]
IV. Course for Part I of the Intermediate Instrumental Music certificate.[5,7]
V. Course for Part I of the Intermediate Accountancy or Secretarial Commercial certificate.[3,4,5]
VI. Course for Part I of the Intermediate Industrial Arts certificate.[5]
VII. Course for Part I and Part II of the Intermediate certificate in Home Economics.
VIII. Course for the Intermediate Home Economics certificate.[6]

[1]Students taking the High School Assistants' courses, Type A in Physical Education, Art, Vocal Music, Instrumental Music, or Home Economics are responsible for Part I of the Intermediate course, or in the case of Home Economics the Intermediate course as an optional subject in the Type B course.

[2]A candidate who selects Vocal Music as an optional subject of the High School Assistants' course, Type B, may, with the approval of the instructor, choose Instrumental Music as a supplementary course.

[3]A supplementary course for beginners in Bookkeeping, Typing and Penmanship *or* Shorthand, Typing and Penmanship is open to anyone not taking a Type A course who wishes to commence the study of these subjects with the intention of continuing in commercial education.

[4]Students must select either the work of the Intermediate Accountancy or the Intermediate Secretarial course in Commercial Subjects.

[5]These certificates may be completed in Summer sessions.

[6]Admission to this course is restricted to students who submit evidence of graduation, with a standing not lower than 60% in the Home Economics of the final year from a University course approved by the Minister of Education.

[7]Admission to this course will be restricted to candidates for Part I of the Intermediate Vocal Music certificate.

IX. Course for Part I of the Intermediate School Librarianship certificate [1]
X. Course for the Theatre Arts certificate.
XI. Course for Part I of the Elementary-School Teachers' certificate.[2]

Within one month of the beginning of the above Supplementary courses, the student shall satisfy the instructor of the Supplementary course he has chosen that he is adapted to the study of the course, or his registration in the Supplementary course shall be cancelled.

23. (1) The subjects of supplementary courses I–XI shall be those set forth in Sections 46–54 and 31, respectively. Observation and Practice-teaching are obligatory in each of these supplementary courses.

(2) Students in supplementary courses I–XI shall supply themselves with such text-books and equipment as may be recommended.

EXAMINATIONS OF SUPPLEMENTARY COURSES I–X[3]

24. (1) PHYSICAL EDUCATION:

Practical Tests:

FOR WOMEN: Fundamental Movements, Dance, General Activities, Games.
FOR MEN: Basic Drill, Gymnastics, Apparatus, Games, Swimming.
Fifty per cent of the marks in each of the practical tests shall be assigned to the sessional and fifty per cent to the final tests.

Written Examination:

Theory, Methods and Materials.

(2) ART:

Practical Tests:

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering.

Written Examinations:

Theory and History of Art, Methods of Teaching Art.

(3) VOCAL MUSIC:

Practical Tests:

Sight Singing and Ear Training, Voice Training and Song Material, Conducting.

Written Examinations:

Rudiments of Music, Music Appreciation, Methods.

[1]Part II may not be taken in the Summer immediately following a Regular Winter Session.
[2]The Supplementary Course leading to the Elementary-School Teacher's certificate may not be completed in the Regular session but requires one subsequent summer session before the candidate will be recommended for the certificate.
[3]See Section 32 for Course XI.

(4) INSTRUMENTAL MUSIC:

Practical Tests:

Sight Singing and Ear Training, Technical Training, Conducting.

Written Examination:

Methods.

(5) COMMERCIAL SUBJECTS:

(*a*) Intermediate Accountancy:

Practical Tests:

Typewriting, Penmanship.

Written Examinations:

Bookkeeping, Typing Methods, Bookkeeping Methods

(*b*) Intermediate Secretarial:

Practical Tests:

Typewriting, Penmanship.

Written Examinations:

Shorthand Theory, Shorthand Methods, Typing Methods

(6) INDUSTRIAL ARTS:

Practical Tests:

Draughting, Woodworking, Sheet Metal Work, Machine Shop Practice.

Written Examination:

Methods of instruction and class organization of the General Shop.

(7) HOME ECONOMICS—Part I and Part II of the INTERMEDIATE COURSE:

Term Work:

Food and Nutrition; Clothing and Textiles.

Written Examinations:

Theory and Methods, Grades IX and X, Parts I and II.

(8) HOME ECONOMICS—INTERMEDIATE COURSE:

Term Work:

Applied methods and problems in Secondary School courses.

Written Examinations:

Theory and Methods. Parts I and II.

(9) SCHOOL LIBRARIANSHIP

Practical Tests:

Classification and Cataloguing; Reference Work and Book Selection; School Library Administration.

Written Examination:

School Librarianship.

(10) THEATRE ARTS

Practical Tests:

Play Production and Direction, Oral Reading, Oral Composition, Group Discussion.

Written Examinations:

Methods of Teaching Theatre Arts.

(Voice Production, Diction, Oral Reading, Public Speaking, Role Playing, Memory Work.)

CERTIFICATES FOR SUPPLEMENTARY COURSES I–X[1,2]

25. (1) On the recommendation of the examiners the Minister of Education may grant Part I of an Intermediate certificate in Art, Commercial Subjects, Physical Education, Vocal Music, Instrumental Music, or Industrial Arts[3] or Part I of an Intermediate certificate in School Librarianship, or a certificate in Theatre Arts, as the case may be, to a student in the course for a High School Assistant's certificate, Type B, provided that the said student is awarded a High School Assistant's certificate, Type B, and obtains a minimum of 60% of the marks assigned to practice-teaching and a minimum of 50% of the marks assigned to each subject of the written examinations and practical tests. On the recommendation of the examiners the Minister of Education may grant Part I and Part II of an Intermediate certificate in Home Economics, or an Intermediate certificate in Home Economics, provided that the said student is awarded a High School Assistant's certificate, Type B, and obtains a minimum of 60% of the marks assigned to practice-teaching and a minimum of 60% of the marks assigned to each subject of the written examinations and practical tests. A student in Home Economics who obtains a minimum of 60% of the marks assigned to practice-teaching and a minimum of 50% of the marks assigned to each subject of the written examinations and term work will meet the requirements of the High School Assistants' course, Type B, as far as Home Economics as an optional subject is concerned, but will not be awarded Part I and Part II of an Intermediate certificate in Home Economics or an Intermediate certificate in Home Economics, as the case may be, unless she obtains a minimum of 60% in each subject of the written examinations and practical tests.

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[1]See Section 33 for Course XI.
[2]In all cases certificates referred to are Interim, not Permanent.
[3]Part I of Four Parts.

No student will be recommended for a certificate or for standing in Art or Physical Education or Vocal Music or Instrumental Music or Industrial Arts or Home Economics or Commercial Subjects or School Librarianship or Theatre Arts whose attendance or progress in any part of the course has been reported as unsatisfactory.

(2) The Dean will investigate the claims of the candidates for Part I of the Intermediate certificate in Physical Education who report themselves as unable for physical reasons to take the course in swimming, provided that such claims are presented to the instructor on a form and after a manner defined by the Minister of Education. Candidates who are exempted by medical certificate from the course in swimming and candidates who have failed to obtain pass standing in the course in swimming may be awarded Part I of the Intermediate Physical Education certificate endorsed "not including swimming".

(3) On the recommendation of the examiners, the Minister of Education may permit candidates in the supplementary courses I–X who have been awarded High School Assistants' certificates, Type B, and have obtained a minimum of 60% of the marks assigned to practice-teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

(i) In Physical Education or Industrial Arts or Home Economics, candidates who fail in the written examination, but pass in all the subjects of the practical tests may complete their standing by passing in the written examination at a subsequent examination without further attendance; candidates who pass in the written examination but fail in one or more of the subjects of the practical tests may complete their standing by passing in the subjects concerned at a subsequent Summer Session under conditions to be determined by the Principal of the Summer School or by arrangement with the Ontario College of Education. All other candidates who fail shall repeat the course for standing.

(ii) In Art or Vocal Music or Instrumental Music, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests such candidates must try the tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School or by arrangement with the Ontario College of Education. All other candidates who fail shall repeat the course for standing.

(iii) In the Commercial course, candidates will be allowed credit towards Part I of the Intermediate certificate in the subject or subjects in which they are successful but to meet the requirements of the High School Assistants' Course, Type B, as far as methods in commercial subjects as an optional subject is concerned, they must pass on the average of the two methods subjects taken.

(iv) Failure to secure standing in the practical tests in Theatre Arts or School Librarianship means that a certificate cannot be awarded. Since these courses are not offered in the Summer, supplementary examinations are not

available. If candidates fail to obtain standing in the written tests, they may rewrite at a subsequent annual examination.

COURSES FOR THE HIGH SCHOOL ASSISTANTS' TYPE A CERTIFICATES IN PHYSICAL EDUCATION, ART, VOCAL MUSIC, INSTRUMENTAL MUSIC, AND SPECIALIST CERTIFICATES IN COMMERCIAL

26. (1) Admission to the High School Assistants' course, Type A, in Physical Education as well as Part I of the Intermediate course in Physical Education will be granted to students (i) who hold the degree of Bachelor of Physical and Health Education of the University of Toronto with a final standing not lower than 60%, or (ii) who are otherwise qualified to enter the High School Assistants' course, Type B, and who hold the degree of Bachelor of Physical and Health Education of Queen's University with a final standing not lower than 60%, or (iii) who hold the degree of Bachelor of Arts of the University of Western Ontario obtained in the honour course[1] in Physical Health and Recreation Education, with a final standing not lower than 60% or (iv) who hold the degree of Bachelor of Physical Education of McMaster University with a final standing not lower than 60%.

(2) Admission to the High School Assistants' course, Type A, in Art as well as Part I of the Intermediate course in Art will be granted to students who hold the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Fine Art or in Art and Archaeology with a final standing not lower than 66%.

(3) Admission to the High School Assistants' course, Type A, in Vocal Music[2] will be granted to students (i) who hold either the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Music or the Bachelor of Music degree of the University of Toronto obtained in the course in Music Education,[3] with a standing of at least 60%, or (ii) who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the degree of Bachelor of Music of the University of Toronto obtained in the course in General Music, or (iii) who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the teacher's or performer's diploma of the Royal Conservatory of Music of Toronto, or the Special Music certificate of Queen's University, or the Associate (teacher's) diploma of the Western Ontario Conservatory of Music, or the Diploma of Music Graduate in Pedagogy of the University of Western Ontario.

Admission to the High School Assistants' course, Type A, in Instrumental

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[1]Graduates of this course with the Recreation option are not eligible for the Type A course in Physical and Health Education.

[2]Students of the Type A course in Vocal Music may, with the approval of the instructor, take Part I of the Intermediate course in Instrumental Music.

[3]This refers to the degree in the course in Music Education of the University of Toronto, introduced in 1946 and revised in 1960.

Music will be granted to students who hold the Bachelor of Music Degree of the University of Toronto obtained in the course in School Music.[3]

(4) (i) Admission to the course leading to the Accountancy Specialist certificate in commercial subjects will be granted to students who hold the degree of Bachelor of Commerce from an Ontario University, or an equivalent degree from another province or the United States, with a standing of at least 60% and who are otherwise qualified to enter the High School Assistants' course, Type B. The student will later be required to try a supplemental in any of the required subjects in which he has obtained less than 66%. The required subjects are the university equivalents of: Bookkeeping, Accounting I, Accounting II, Business Law, European Economic History, Economic Principles and Mathematics of Investment. Before a certificate will be issued, proof must be furnished of four months' business experience.

(ii) Admission to the course leading to the Secretarial Specialist certificate in commercial subjects will be granted to students who hold the degree of Bachelor of Arts in Secretarial Science from an Ontario university or an equivalent degree from another province or the United States, with a standing of at least 60% and who are otherwise qualified to enter the High School Assistants' course, Type B. The student will later be required to try a supplemental in any of the required subjects in which he has obtained less than 66%. The required subjects are the university equivalents of: Typewriting, Shorthand Theory, Shorthand Practice, Office Practice, Business Correspondence, Economics, and Secretarial I and II and Bookkeeping. Before a certificate will be issued, proof must be furnished of four-months' business experience.

27. Students admitted to the High School Assistants' course, Type A, in Physical Education, Art, Vocal Music or Instrumental Music under Section 26 shall supply themselves with such text-books and equipment as may be recommended by the instructors.

CERTIFICATES

28. (1) On the recommendation of the examiners, the Minister of Education may grant High School Assistants' certificates, Type A, in Physical Education, Art, Vocal Music or Instrumental Music to those admitted under Section 26 who fulfil the conditions stated in Sections 20 and 21 (1).

(2) Students who are awarded Interim High School Assistants' certificates, Type A, in Physical Education, Art, Vocal Music or Instrumental Music under Section 26 and who hold, or obtain, Elementary-School Teacher's (or First Class) certificates may also be awarded Supervisors' certificates valid in Public and Separate Schools.

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[3]This refers to the degree in the course in Music Education of the University of Toronto, introduced in 1946 and revised in 1960.

COURSE FOR THE ELEMENTARY-SCHOOL TEACHER'S CERTIFICATE[1,2]

29. The course is conducted in accordance with the conditions prescribed in the Regulations, and Courses of Study of the Ontario Teachers' Colleges. It may not be completed in the regular College session but requires a subsequent Summer Session before the candidates will be recommended for the certificate.

CONDITIONS OF ADMISSION

30. Applicants for admission to the course for the Interim Elementary-School Teacher's certificate or to supplemental examinations for said certificate shall comply with the conditions of admission and attendance prescribed for candidates for the Interim High School Assistant's certificate, Type B. No candidate will be awarded an Interim Elementary-School Teacher's certificate before he has been awarded an Interim High School Assistant's certificate, Type B.

PROGRAMME OF STUDIES

31. The course of training, which is supplementary to the course of training for the High School Assistant's certificate, Type B, includes the following subjects some of which will be offered in the regular College session, the remainder in a Summer Session:

Part I: Educational Psychology; School Management; English; Mathematics; Social Studies; Science; Art; Music; Physical Education; Health; Industrial Arts.

Part II: Observation and Practice-teaching—at least ten full days—to be conducted under conditions defined in Ontario Teachers' College courses for the Elementary-School Teachers' certificate.

EXAMINATIONS

32. (1) Subject to the condition that no student may be awarded an Elementary-School Teachers' certificate who is not also awarded a High-School Assistants' certificate, Type B, the final standing of the students in attendance in the course for an Elementary-School Teacher's certificate will be determined by the records of the Observation and Practice-teaching and by the combined results of the sessional records and the records of the final examinations in such course.

(2) The examinations in the subjects of the course for an Elementary-School Teacher's certificate will be conducted in the terms and under the conditions set out in the Teachers' College Courses for the Elementary-School Teacher's certificate.

CERTIFICATES

33. (1) (*a*) Subject to the conditions of section 32 (1), a candidate who obtains 50% of the marks in each subject of the course and 60% of the aggregate of the

[1]Course XI as listed in Section 22.
[2]In all cases the certificate is referred to is Interim, not Permanent.

marks in each of Observation and Practice-teaching may, on the recommendation of the examiners, be awarded by the Minister of Education an Elementary-School Teacher's certificate.

(*b*) Subject to the same conditions, a candidate who passes in Observation and Practice-teaching and fails in not more than two subjects will be exempted from further attendance and may complete his course for an Elementary-School Teacher's certificate by rewriting at one annual examination the examinations in the subject or subjects in which he failed.

(2) All candidates other than those referred to in (1) (*b*) above who have failed to obtain the necessary final standing will be required to attend such other sessions as the Minister may prescribe.

(3) The Regulations of the Department of Education respecting Permanent Elementary-School Teachers' certificates are contained in the Department's Circular 614(*a*).

DETAILS OF SUBJECTS

34. The details of the subjects of the courses for High School Assistants' certificates, Types A and B, for Part I of the Intermediate courses in Physical Education, Art, Instrumental Music, Vocal Music, Home Economics, Industrial Arts, and School Librarianship for the Intermediate certificate in Home Economics, and for the Theatre Arts certificate, are set out below.

For the course for the Elementary-School Teachers' certificate these details and subjects shall be supplemented by the details and subjects set out in the Teachers' College courses for the Elementary-School Teachers' certificate.

INTRODUCTION TO HISTORY AND PHILOSOPHY OF EDUCATION

35. The nature, foundations and status of Educational Theory: historical review and consideration of purposes and aims of education.

The significance for modern educational thought and practice, of broadly distinctive schools of philosophy: survey of the values and practices emphasized by outstanding educationists, particularly, but not exclusively, of the last two centuries.

Current educational thought: contemporary aims, problems and practices in education, with particular reference to secondary education.

School and society: relationship of school to the home and other educational agencies in the community.

EDUCATIONAL PSYCHOLOGY

36. (1) (*a*) *The psychology of adolescence.*—The place of the adolescent in our culture; his physical, social, emotional, and intellectual growth; formal and informal means of assessing individual development in these areas; adapting schooling to individual differences.

(*b*) *The psychology of learning.*—Introduction to the learning process; motivation; various patterns of teacher-leadership; classroom discipline; the

learning of concepts and principles; identification and the acquisition of attitudes; practice and the learning of skills; transfer of training; evaluation of educational achievement.

(*c*) *The psychology of adjustment.*—The mental health of teacher and pupils.

(2) **Guidance.** Basic principles and current practices in guidance.

SCHOOL MANAGEMENT AND LAW

37. Basic problems in the organization and management of a provincial school system and of secondary education.

Ontario law and practice, with particular reference to curriculum, school districts, types of schools, attendance, finance.

Detailed study of the powers and duties of provincial and local authorities, teachers, and others responsible for the conduct of secondary schools.

ENGLISH

38. (1) *Literature.*—The values inherent in the study of good literature on a High School level; the methods of presenting such literary forms as the poem, the drama, the essay, the short story, and the novel; the choosing of suitable text-books for pupils of different abilities and grades; planning the courses of study for Grades IX to XII; the setting and marking of examination papers; oral and supplementary reading.

(2) *Composition.*—The basic aim in teaching composition; the place and treatment of grammar, rhetoric, logic, and word study in the teaching of composition; principles to be followed in arranging the courses for Grades IX to XII; studying models; assigning, planning, valuing, and correcting compositions; improving the pupils' oral English; conducting class discussions.

SEMINAR IN ENGLISH

For Type A candidates in English and, in part, English and French, English and Latin, English and German, English and Spanish, and English and History.

Methods of presenting the work prescribed for study in Grade XIII during the current year; teaching and discussion of selected topics; the English specialist.

HISTORY

39. The value and objectives of History in the secondary school curriculum; the nature of History as a high school subject; courses of study in the Intermediate and Senior Divisions in Ontario; demonstration and discussion of teaching procedures; planning a course of study; standards and examinations; books and other equipment.

SEMINAR IN HISTORY

For Type A candidates in History and, in part, English and History. Teaching and discussion of selected topics from the courses of study in the Senior Division; the role of the specialist teacher.

GEOGRAPHY

40. The meaning of Geography; the value and objectives of Geography in the secondary school curriculum; the courses of study in the Intermediate and Senior Divisions in Ontario; demonstration and discussion of teaching procedures; the use and value of books, audio-visual aids, and other equipment; planning course of study; standards and examinations.

SEMINAR IN GEOGRAPHY

For Type A candidates in Geography.

Teaching and discussion of selected topics from the courses of study in the Senior Division; the role of a Specialist teacher in a secondary school.

MATHEMATICS

41. A consideration of:

(*a*) the courses of study, Grade IX to Grade XII.

(*b*) methods of presenting topics in the various courses with special emphasis on the work of the earlier grades and on historical background.

(*c*) computation with numbers obtained from measurement,

(*d*) the use of mathematical models and devices to provide motivation and to illustrate applications of the work in Mathematics.

SEMINAR IN MATHEMATICS

For Type A Candidates in Mathematics and, in part, Mathematics and Physics.

Methods of presenting prescribed Grade XIII topics in Trigonometry and Statics, Analytic Geometry and Senior Algebra. The analysis of some of the more difficult problems in Grade XII Geometry is also considered. In Statics, an experimental treatment of the work, as well as problem solving, is emphasized. Consideration is given to examinations in Mathematics, the teaching of the more mature or gifted pupils, historical references, mathematical models and equipment.

SCIENCE

42. *General Science.*—The content and methodology of the courses for Grades IX and X. Emphasis on the use of living specimens in the teaching of biology; other visual aids such as preserved specimens, diagrams, charts, models, photographs, lantern slides, films, microprojectors; laboratory classes; demonstration experiments; pupils' reports; classroom discussion in relation to experimental work.

Physics and Chemistry.—The content and methodology of the prescribed courses for Grades XI and XII. Methods of conducting laboratory classes; demonstration experiments; the care and use of equipment; development (inductively) of the laws of physics and chemistry.

SEMINAR IN SCIENCE

For Type A candidates in Science *or* Physics and Chemistry *or* Physics and Biology *or* Chemistry and Biology and, in part, Mathematics and Physics.

Methods of presenting the topics prescribed for study in Grade XIII physics, chemistry, and biology during the current year. The purchase, storing, maintenance and repair of apparatus; the organization of the science programme; science clubs; the keeping of living animals and plants. The seminars in each of physics, chemistry and biology are conducted separately.

SEMINAR IN AGRICULTURE

For Type A Candidates in Agriculture[1]

43. The History of agricultural education in the United States and Canada and particularly in Ontario: developments prior to 1904; developments since 1904; the influence of Departmental regulations, the Ontario Agricultural College, Summer Courses and various organizations in the development of agricultural education; the present regulations of the Department of Education and their relation to the teaching of Agriculture in the elementary and secondary schools and Teachers' Colleges; qualifications of teachers; relations of school boards and teachers; provisions for inspection and reports; elective courses, and vocational agricultural courses in secondary schools.

Equipment and methods; special equipment needed for agricultural topics; arrangement of laboratory and classroom; storage and care of apparatus; preparation of illustrative material and charts; the projection lantern; the moving picture machine; agricultural periodicals, reference books and other sources of information; the school garden, planning and care; beautification of school grounds; home projects and collections; planning of courses; types of lessons; use of illustrative material; correlation of the science subjects in courses in agriculture.

LATIN AND GREEK

44. An examination of methods in various aspects of the teaching of Latin and Greek, including: oral reading of prose (Caesar, Livy, Nepos) and poetry (Virgil, Ovid); morphology; grammar and syntax; derivation; audio-visual aids and interest devices; historical background of prescribed authors.

SEMINAR IN CLASSICS

For Type A Candidates in Classics, Latin and Greek, and, in part, Latin and French, and English and Latin.

An examination of methods applicable to the prescribed courses in Grade XIII Latin and Greek authors for the current year, involving a study of adequate translation and of literary appreciation of the prescribed passages; the philosophy of Horace; the Hexameter, Elegaic, Sapphic and Alcaic metres; Latin continuous prose composition.

FRENCH, GERMAN, SPANISH, ITALIAN, OR RUSSIAN

45. Pronunciation: Study of sounds and their spelling; phonetic symbols; devices for teaching; intonation exercises; dictation; singing.

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[1]Candidates for the High School Assistant's certificate, Type A, in Agriculture shall take also the Science of the course for the High School Assistant's certificate, Type B.

Course of Studies in Grades IX and X: Introductory lessons, including conversational work for beginners; reading for comprehension; vocabulary building, conversation based on reading; paraphrasing; dictation; functional grammar; stressing the verb and pronoun.

Course of Studies in Grades XI and XII: Methods of conducting reading; increased emphasis placed on writing; grammar; translation from English into the foreign language; supplementary reading; testing.

Illustration of methods in typical lessons.

The course will stress oral practice in the foreign language.

SEMINAR IN MODERN LANGUAGES

For Type A Candidates in French Language and Literature *or* French and German *or* Spanish *or* Italian *or* Russian, and in part, Latin and French *or* Italian, English and French *or* German *or* Spanish.

In the seminar in Modern Languages, stress will be laid upon methods of presenting the work to be studied in Grade XIII during the current year.

Topics treated will include: Teaching of advanced grammar and prose composition; correction of written work; conducting of reading lessons; sight reading; supplementary reading; free composition; conversation; making of examinations; use of dictionaries and books of reference.

PHYSICAL EDUCATION

46. This course is outlined in the Courses of Study for Grades IX–XIII issued by the Ontario Department of Education.

PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

Theory, Methods and Materials in Health and Physical Education for Grades IX and X.

Practice (for men):

(*a*) Basic Drill; (*b*) Gymnastics; (*c*) Apparatus; (*d*) Games; (*e*) Swimming.

Practice (for women):

(*a*) Fundamental Movements; (*b*) Dance; (*c*) General Activities; (*d*) Games.

SEMINAR IN PHYSICAL EDUCATION

For High School Assistants', Type A Candidates

(1) *Physical Education*:

(*a*) Material:

Survey of Material for Grades IX–XIII

Women—Fundamental movements, general activities, dance, games, swimming.

Men—Basic drill, gymnastics, apparatus, games, swimming.

(*b*) Theory:

(i) Aims, objectives, principles; (ii) Teaching techniques; (iii) Lesson planning; (iv) Programme planning; (v) Evaluation—testing and marking; (vi) Administration of the physical education department.

(2) *Health Education*:

(*a*) Material:

Survey of material for Grades IX–XII

Health practices related to anatomy and physiology;

Body mechanics, first aid, safety

Healthful living, child study (women)

(*b*) Theory:

(i) Aims, objectives; (ii) Teaching techniques; (iii) Lesson planning; (iv) Use of visual aids, text-books, references, notebooks; (v) Programme planning; (vi) Evaluation.

ART

47. PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

Creative pictorial expression, drawing and sketching from objects, plastic design, model-making, design and lettering, theory and history of art, methods of teaching art.

SEMINAR IN ART.

For High School Assistants', Type A Candidates

The seminar in Art will discuss classroom methods and problems relating to the advanced grades. Special emphasis will be given to (*a*) the securing, organizing and use of illustrative source material, such as slides, prints and exhibitions which can be used to interpret and intensify the study of art history and art criticism; (*b*) a more advanced study of the theory, history and practice of art.

VOCAL MUSIC

48. PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

Sight Singing and Ear Training:

The tonic solfa system; sight reading of songs based on the theory for Grades IX and X; singing of major and minor scales (all forms); writing of simple exercises from dictation; detection of errors in the performance of unison songs.

Vocal Training and Song Material:

The adolescent voice; choral singing; practice in tone production, intonation, diction, and breath control; blending of voices in part singing; interpretation; analysis of song material for Grades IX and X.

Conducting:

The conducting patterns of common metres; special problems: attack and release, incomplete bars, expression, use of the left hand.

Rudiments of Music:

Notation (notes, rests, clefs); intervals and their inversion; metre and rhythm; scales (diatonic and chromatic); transposition; musical terms, abbreviations and ornaments.

Music Appreciation:

Teaching of the topics prescribed for Grades IX and X in the Department of Education Course of Study.

Methods:

General principles of music education; analysis of the course for Grades IX and X; voice testing; teaching of rote songs, reading songs, part songs and theory; use of the piano; integration of music with other subjects; the relation of the school orchestra to the vocal programme; elementary scoring and transposition for instruments.

SEMINAR IN VOCAL MUSIC

For High School Assistants', Type A Candidates

Sight Singing and Ear Training:

Sight reading of songs based on the theory prescribed for Grade XIII; extraneous modulation; singing of major scales from any note in the scale to its octave; singing of intervals contained in the major and minor scales (all forms); writing of exercises in two parts from dictation; recognition of chords listed below for harmony; detection of errors in the performance of more advanced part songs.

Voice Training and Song Material:

Advanced study of topics listed in Part I of the Intermediate Course through choral works; unaccompanied singing; modern theories of voice training; the teaching of special classes in voice training; selection of song, choral and operatic material for Grade XIII classes, public performances and festivals.

Conducting:

Practice in conducting school choirs, assemblies and operettas; advanced problems; changes of time signature, contrapuntal works, special effects, etc.

Operetta:

The detailed study and preparation of an operetta for public performance.

Music Appreciation:

Teaching of the topics prescribed for Grade XIII; the analysis of selected compositions with special attention to the prescribed works for Grade XIII; use of miniature scores; supplemental reading; evaluation of recordings for school use; use of radio in music appreciation.

Methods:

Modern theories of music education; with application to all the topics listed in the prescribed course for Grade XIII.

INSTRUMENTAL MUSIC
49. PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

Sight Singing and Ear Training:

As in Section 48.

Technical Training:

Fundamentals of tone production and basic fingering in all families of instruments; playing scales, diatonic and chromatic; simple melodies; reading orchestral scores of elementary range; construction and care of all types of instruments.

Conducting:

The conducting patterns of common metres; special problems of conducting in instrumental groups.

Methods:

General principles of organization and instruction of instrumental classes; special methods of class teaching for strings, band classes, or combined groups.

NOTE: This is a practical course, with the emphasis laid on two essential points,
(i) individual mastery of instruments;
(ii) methods of class teaching.

SEMINAR IN INSTRUMENTAL MUSIC
For High School Assistants', Type A Candidates

Sight Singing and Ear Training:

As in Section 48.

The Orchestra and Band:

Orchestral playing, organization and conducting; selection of music for Grades IX to XIII class study, for orchestras and bands of Secondary School calibre, and for public performance and festivals.

Conducting:

Practice in conducting school choirs, assemblies and operettas: advanced problems.

Arranging:

Transcription and arranging of selections from piano score for full orchestra or band; transposition for all instruments.

Methods:

Advanced study of topics listed in the Elementary Type A course.

Class instruction of instrumental classes, beginners and advanced classes, with all types of instruments.

50. (1) PART I AND PART II OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE IN HOME ECONOMICS

Principles underlying topics suggested for Grades IX and X, INTERMEDIATE DIVISION. Outline of Course for Experimental Use, 1951, Ontario Department of Education.

Typical classroom procedures.

Acquaintance with suitable source materials.

Contribution of home economics to the school, home, and community.

(2) COURSE FOR THE INTERMEDIATE CERTIFICATE IN HOME ECONOMICS

The home economics curriculum: materials, procedures, content.

Fundamental principles, practices, and standards in home and family living.

Problems of organization; methods of teaching; aids to learning; home and classroom equipment. Departmental regulations. Guidance in classroom teaching.

SEMINAR IN HOME ECONOMICS

(For Type A Candidates)

The development of Home Economics in Ontario schools. Present trends, values and aims.

Responsibilities of the home economics teacher for curricular and extra-curricular programmes.

Curricula: materials, procedures, content.

Teaching methods and techniques currently applied in this field.

Evaluation: objectives and materials.

The home economics classroom: selection, placement and care of furnishings and equipment.

Records, budgets, regulations.

51. (A) PART I OF THE COURSE FOR THE INTERMEDIATE COMMERCIAL CERTIFICATE

(1) Shorthand Theory:

The principles of the Isaac Pitman system; writing continuous matter in approved shorthand forms; transcribing sight passages in continuous shorthand.

(2) Shorthand Practice:

Writing from dictation for ten minutes, in approved Pitman Shorthand, easy material at the rate of sixty words per minute; transcribing of these notes on a typewriter.

(3) Typewriting:

(*a*) Typing for ten minutes at a net rate of thirty words per minute with 1% error or less.

(*b*) Application of typewriting to simple problems in setting up business letters, headings, programmes, invitations, announcements, display work, tabular work.

(4) Bookkeeping:

The study of the various aspects of the fundamental equation, including journalizing, posting and the setting up of the financial statements in trading and non-trading organizations.

(5) Penmanship:

The development of a graceful, legible business writing.

(6) Bookkeeping Methods: instructional material; testing programme; presenting special topics; text-books; outlining courses; grading papers.

(7) Shorthand Methods: First year in Shorthand: organization of classes and materials; content of course; division of time for various sections of the work; methods of approach; testing; the place of theory in junior classes; how and when to introduce transcription.

(8) Typing Methods: First two years in Typewriting: typing room; equipment and supplies; class organization; teacher's preparation; application of general skill-building principles to the teaching of typewriting; analysis and prevention of errors; speed development; tests and how to mark them.

(B) COURSE FOR THE INTERIM ACCOUNTANCY SPECIALIST CERTIFICATES[1]

The subjects will include:

Intermediate Accountancy Part I subjects
(Typing Methods[2], Bookkeeping Methods, Penmanship)

COURSE FOR THE INTERIM SECRETARIAL SPECIALIST CERTIFICATES[1]

Intermediate Secretarial Part I subjects
(Typing Methods, Shorthand Methods, Penmanship)

DETAILS OF SUBJECTS

BUSINESS ARITHMETIC

(For those with only 2 Intermediate Part II credits)

The course in business arithmetic is a study of the calculations found in everyday business. It includes review and drills in the four fundamental operations; vulgar and decimal fractions; percentages; profit and loss; insurance; taxes; commissions; interest and banking; investments.

ACCOUNTING METHODS

Courses of study for Grades XII and XIII; presentation of selected topics; testing and marking; homework; use of practice sets; visual aids.

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[1]See Page 32 for Admission requirements to these courses.

[2]Those who cannot qualify in a typing test will be required to take a beginners' course in typing.

ORGANIZATION AND SUPERVISION OF A COMMERCIAL DEPARTMENT

This course deals with the areas of responsibility of the head of the commercial department, and covers the following topics: types of commercial courses offered in Ontario schools, and the diplomas granted to pupils; the organization of school administration, with the functions of different government levels and administrative bodies and officials; the sources of school funds; the preparation of timetables for commercial departments; the preparation of course of study, including those for special classes; experiments in commercial education, how to conduct them and evaluate them, methods of supervision for the improvement of instruction; helping teachers grow professionally; evaluation of teaching methods, maintaining discipline in the department; conducting staff meetings; standards and promotions; the examination system; employment and follow-up; relationships with business firms, business organizations, equipment firms, other schools, other departments of the school; planning the accommodation for the commercial department; planning special rooms, such as the business machines room, the office practice laboratory, the business practice office; types of furniture and general equipment, textbooks, reference books and supplies. Helping the new graduates in their initial job, i.e. Job Relations and Human Relations.

SECRETARIAL METHODS

Course of study for Grades XII and XIII in Shorthand, Typewriting and Office Practice; correlation of the subject matter of the different courses; presentation of selected topics; text books and a study of the approach used by the author; testing and marking; and homework.

52. PART I OF THE COURSE FOR THE INTERMEDIATE INDUSTRIAL ARTS CERTIFICATE

This is a preparatory course leading to an Intermediate certificate in Industrial Arts. The Intermediate course may be completed in subsequent Summer sessions (Section 88).

Draughting: Orthographic projection problems; isometric and geometric drawing; tracing and blue-printing.

Woodworking: Nature, structure and characteristics of common woods. The use and care of machines and hand tools for cutting, planing, squaring, and turning.

Methods of wood finishing.

Sheet Metal Work: Laying out patterns, cutting, bending, soldering and rivetting of tin plate and galvanized iron; etching, hammering, planishing and polishing of brass and copper.

Machine Shop Practice: Hand tools and bench work; layout work and elementary machine operations.

Methods of instruction and class organization of the General Shop.

53. PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE IN SCHOOL LIBRARIANSHIP

This course will offer basic training for those who may wish to serve as secondary school librarians. It is a preparatory course leading to an Intermediate Certificate in School Librarianship. The Intermediate Course may be completed in a subsequent summer session. (Section 84).

This course will offer instruction in simple Classification and Cataloguing as related to the school library needs with laboratory periods for practice, the School Library Collection with particular attention to Biography, Fiction and Reference Books, and School Library Administration including methods of teaching library classes the use of books and the library.

54. COURSE FOR THE THEATRE ARTS CERTIFICATE

This course will offer instruction in play selection, production and direction. It will also provide practice in all phases of oral work and classroom deportment.

55. DICTION AND VOICE PRODUCTION

Students will be given practice in effective reading, speaking, and writing.

56. (1) Guidance. A series of lectures on basic principles and current practices in Guidance.

(2) Library Science.

57. COURSES FOR CERTIFICATES IN VOCATIONAL EDUCATION AND INDUSTRIAL ARTS

The Department of Vocational and Industrial Arts Teacher Education offers the following:

I. Courses for the Interim Vocational certificates, Type B and Type A.

II. Courses for Industrial Arts certificates:

1. The Interim Intermediate certificate.
2. The Interim Specialist certificate.

58. GENERAL CONDITIONS OF ADMISSION

(1) An applicant for admission to the courses referred to above shall make application, not later than August 31st, to the Director of Vocational and Industrial Arts Teacher Education, 371 Bloor Street West, Toronto 5, on a form to be obtained from him, and shall submit with this application, on forms also to be supplied by the Director:

(a) A certificate from the Deputy Registrar-General of Births, Parliament Buildings, Toronto, or an affidavit by one of the parents or other relative, or other person cognizant of the applicant's date of birth.

Age limits:

For the Interim Vocational course, male applicants shall be not less than twenty-three and not more than forty-five years of age; female applicants shall be not less than twenty-one and not more than forty-five years of age.

For the Intermediate Industrial Arts course, applicants shall be at least twenty years of age, and not more than thirty-five.

For the Specialist Industrial Arts course, applicants shall be not less than twenty-three and not more than thirty-five years of age.

(b) A certificate from a competent authority that he is a British subject or a Declaration of Intention to become a Canadian citizen.[1]

(2) See Section 9 (2).

59. REQUIREMENTS FOR ADMISSION TO THE COURSE FOR INTERIM VOCATIONAL CERTIFICATE, TYPE B

To this course may be admitted Applied Science graduates (engineers) and skilled tradesmen.

(1) Engineers. A candidate shall be the holder of a degree from the faculty of Applied Science of a recognized university, and shall submit statements to prove not less than two years' subsequent experience in the field of his major subject.

(2) Skilled Tradesmen, who are not engineering graduates.

(*a*) Education.

Applicants are required to give evidence of secondary school graduation or the equivalent.

(*b*) Trade Training and Experience.

(i) The training or apprenticeship required shall be that usually demanded for journeyman's qualifications in the trade concerned. Special training obtained in an approved day vocational school will be taken into account in considering the period of training. Applicants should submit statements from the persons or firms under whom they were trained, showing the length of the training period and the nature of the work.

(ii) The experience required shall be several years of wage-earning journeyman trade experience with approved high-grade firms, and shall be such as to show that the applicant is a skilled craftsman, competent in the main branches of the trade, and familiar with its recent developments. The length of the journeyman experience depends upon the nature of the trade. Documentary evidence of experience in the trade in approved shops shall be furnished by the applicant.

60. REQUIREMENTS FOR ADMISSION TO THE COURSE FOR INTERIM VOCATIONAL CERTIFICATE, TYPE A

(1) This course is offered to Applied Science graduates (engineers) who have been graded 66% or higher in their final year and one other year at the university.

[1]This is in accordance with a Departmental requirement. See the Department of Education Act 11, (1)(c).

(2) Each candidate shall

(*a*) submit evidence of not less than two years of approved wage-earning experience in the field of his major subject,

(*b*) be required to take all the subjects of the course for Type B certificate, and to obtain grading of 66% or more in them,

(*c*) take additional courses in the organization, administration, and supervision of vocational schools, with special reference to the duties and responsibilities of the technical directors, assistant principals and principals.

If his grading in the Type B course (see (2) (*b*)) is not a failure but is less than 66%, he will be recommended for a Type B certificate only.

COURSE FOR INTERIM VOCATIONAL CERTIFICATE, TYPE B

61. PROGRAMME OF STUDIES

The course of training for the Interim Vocational certificate, Type B, consists of two parts:

Part I: Educational Psychology
School Law and Regulations
English
History of Vocational Education
Principles of Teaching and Classroom Management
Technical Subjects: 1. trade analysis,
2. shop plan,
3. equipment list,
4. yearly budget,
5. course of study,
6. practical shopwork.

Part II: Observation and Practice-teaching.

62. ORGANIZATION OF COURSE

(1) Every applicant shall be required to pass an examination designed to test his attainments as a skilled worker in the trade concerned. The examination shall be on the fundamental principles, operations, processes and skills of the trade, and shall be in two parts (1) written, (2) practical. In the practical examination he shall be required to show his skill in a performance test.

(2) In general, the course is built upon the experiences of the student-teachers in the practice schools. Observation is emphasized during the early part of the session. Individual and group instruction will be increased until, in the final two weeks, the student-teacher will take charge of the class with no assistance from the teacher.

(3) During alternate weeks in the College, in addition to the programme of studies, the student-teacher is given an assignment to cover his duties in the

practice school for the following week. A corresponding bulletin is mailed to the teacher, who reports on the progress of the student at the completion of each week of Practice-teaching.

(4) Where possible, student-teachers are sent at first to technical departments in the smaller composite schools and later to technical schools in the larger centres. The Director and his staff visit the practice schools from time to time to assist in evaluating the students' work.

DETAILS OF SUBJECTS

The details of the subjects of the course for the Interim Vocational certificate, Type B, are set out below.

63. PSYCHOLOGY

An introduction to principles of educational psychology as they apply to the teacher and his pupils. Among topics discussed will be the following: motivation, development and adjustment, school discipline, intelligence and its measurement, the learning process, mental hygiene.

64. GUIDANCE

Basic principles and current practices in guidance.

65. SCHOOL LAW AND REGULATIONS

Basic problems in the organization and management of a provincial school system and of secondary education.

Ontario law and practice, with particular reference to curriculum, school districts, attendance and finance of the vocational school.

Detailed study of the powers and duties of provincial and local authorities, teachers, and others responsible for the conduct of pupils in vocational schools.

66. ENGLISH

English—both oral and written—a brief review of the main essentials of grammar and composition to enable the shop teacher to avoid the more common errors in the use of words; report writing; public speaking.

67. HISTORY OF VOCATIONAL EDUCATION

Brief historical sketch to show vocational aspects of educational developments; contributions of the educational reformers, Comenius, Rousseau, Pestalozzi, Fellenberg, Froebel, Spencer; relation of industrial developments to the need for industrial education; development of secondary education, of vocational education; the manual training movement, the mechanics' institute, the farm and trade school, industrial and technical schools, trade schools; part-time, co-operative and apprenticeship classes; the Ontario educational system.

68. PRINCIPLES OF TEACHING AND CLASSROOM MANAGEMENT

Learning process as applied to practical subjects; formal lesson types; individual differences; individual and group instruction; lesson planning; instruction aid material—sheets, pictures, charts, films, models; organization of instruction material; tests and examinations; records; special shop problems.

69. TECHNICAL SUBJECTS

(*a*) Trade Analysis and Course of Study:

Study of the work of the skilled craftsman to determine the teachable content of each trade or calling. Analysis of the trade to determine the skill, and the trade, technical and concomitant knowledges of the skilled worker; selection of instructional materials and arrangement into groups according to learning difficulties; selection of projects to be used to fit the order of the course of study; determination of related mathematics, science, drawing and auxiliary information needed in each project, preparation of course of study; unit courses.

(*b*) Shops Plan, Equipment List, and Annual Budget:

Study of desirable features of shops and classrooms, size, shape, lighting, lay-out; preparation of minimum, and desirable, lists of equipment for the type of shop in which the teacher-in-training will work; design of benches, tables, furniture, selection of tools and machines; approximate prices; preparation of annual budget.

(*c*) Practical Shopwork, but not in the candidate's trade subject.

70. COURSES FOR INDUSTRIAL ARTS CERTIFICATES[1] COURSE FOR THE INTERIM INTERMEDIATE CERTIFICATE

This is a two-year course to provide training for those who contemplate the teaching of Industrial Arts in elementary and high schools. Applicants admitted under condition (*a*) below shall be exempted from attendance during one year of the course.

ADDITIONAL CONDITIONS OF ADMISSION

An applicant shall submit:

(*a*) an Ontario Teaching Certificate

(*b*) a statement indicating successful completion of Part I of the Elementary course in Industrial Arts, with a standing of at least 66%.

71. PROGRAMME OF STUDIES

The course of training for the Intermediate certificate in Industrial Arts consists of two parts as follows:

[1]Every teacher of Industrial Arts in an Elementary School must hold an Elementary-School Teacher's Certificate, in addition to his Industrial Arts Certificate.

Part I: Activity Analysis and Course of Study
Shopwork—general woodwork, general metalwork, power mechanics, electricity, drafting
History of Industrial Arts, Guidance
Part II: Observation and Practice Teaching.

Each student is given at least three weeks in a practice school. His teaching progresses from individual and group instruction to complete charge of routine duties and class instruction. If possible, he is sent to the general shop in (a) an elementary school, (b) a high school, and (c) a collegiate institute.

72. DETAILS OF SUBJECTS
ACTIVITY ANALYSIS AND COURSE OF STUDY

See Technical Subjects in Section 61.

73. SHOP WORK

There are two shops, one of them for Woodwork and Drafting and the other for Metalwork and Power Mechanics.

Woodwork includes such activities as woodturning, cabinet making, building construction, pattern making, wood finishing.

Metalwork includes bench fitting, machine shop, welding, power mechanics, sheet metal, ornamental metalwork, etc.

Courses in drafting and in some crafts are offered.

74. HISTORY OF INDUSTRIAL ARTS

See History of Vocational Education Section 67.

75. GUIDANCE

Basic principles and current practices in guidance.

76. COURSE FOR THE INTERIM SPECIALIST CERTIFICATE[1]

This course is to provide training for those who contemplate teaching Industrial Arts in collegiate institutes.

ADDITIONAL CONDITIONS OF ADMISSION

An applicant shall:

(*a*) Hold an Intermediate certificate in Industrial Arts;

(*b*) Subsequently, have at least one year of successful teaching in the field of Industrial Arts, as verified by the inspector concerned;

(*c*) Show evidence of having passed not less than eight Grade XIII papers, including one in English. It is recommended that the candidate include papers in Mathematics and Science as these subjects are essential to progress in Industrial Arts.

[1]This certificate may be obtained also in summer courses. See Section 88.

77. PROGRAMME OF STUDIES

The course of training for the Specialist certificate in Industrial Arts consists of two parts as follows:

Part I. Activity Analysis, Course of Study and Shop Management, Advanced Shop Work

Part II. Observation and Practice-teaching.

REQUIREMENTS FOR CERTIFICATES IN VOCATIONAL EDUCATION AND IN INDUSTRIAL ARTS

78. EXAMINATIONS AND CERTIFICATES

(1) The final standing of students in attendance in the course for the Vocational Certificate, Type B, or the courses for the Intermediate and Specialist Certificates in Industrial Arts shall be determined by the combined results of the sessional records and the records of the final examinations of Part I and by the results of the records of the Observation and Practice-teaching of Part II, of the course concerned.

(2) The sessional records in each course represent oral and written exercises, practical work, research and frequent tests; and at the close of each term there will be a set of examinations.

(3) A candidate shall pass in each of the subjects listed in the Programme of Studies of the course concerned. The pass standard shall be 50% of the marks assigned to each subject of Part I and 60% of the aggregate of the marks assigned to each of the divisions of Part II. A candidate for the Intermediate Industrial Arts certificate or the Specialist Industrial Arts certificate must pass a performance test before a certificate is issued.[1]

(4) (*a*) A candidate for the Vocational certificate, Type B, who passes in Part II and fails in not more than two subjects of Part I shall be exempted from further attendance.

(*b*) A candidate for the Intermediate certificate in Industrial Arts who passes in Part II and fails in not more than two sections of Shop Work *or* one other subject of Part I shall be exempted from further attendance.

(*c*) A candidate for the Specialist certificate in Industrial Arts who passes in Part II and fails in not more than two sections of Advanced Shop Work of Part I shall be exempted from further attendance.

(*d*) All other candidates who fail to obtain the necessary final standing shall be required to attend another session, beginning after the Christmas vacation.

(*e*) A candidate exempted from attendance, as provided in (*a*), (*b*) or (*c*) above, may complete his standing for a certificate by rewriting at an annual examination the examination in the subject in which he failed. Examinations will be held at the close of the session at such centres and under such conditions as are set out in Section 15.

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[1]A candidate for the Vocational certificate, either Type B or Type A, must obtain a minimum of 50% in the Trade test.

79. GRADES OF CERTIFICATES

(1) an Interim Vocational certificate, Type B, which qualifies the holder to teach a technical shop work subject for five years in a vocational or composite school.

(2) A Permanent Ordinary Vocational certificate.

(3) An Interim Vocational certificate, Type A, valid for five years.

(4) A Permanent Vocational Specialist certificate.

(5) An Interim Intermediate certificate in Industrial Arts which qualifies the holder to teach shop work for five years in a public, separate, continuation or high school, to the end of Grade X.

(6) A Permanent Intermediate certificate in Industrial Arts.

(7) A Specialist certificate in Industrial Arts, required in Grades XI and XII of academic secondary schools.

SUMMER COURSES

80. HIGH SCHOOL ASSISTANTS', TYPE B, SUMMER COURSES 1963 and 1964

(1) A summer course for the High School Assistant's certificate, Type B, will be held from July 2, 1963 to August 16, 1963, for candidates who qualified for Temporary Secondary-School Teachers' Certificates on completion of the eight-weeks summer course in 1962, and who are recommended for admission by the Principal and High School Inspector concerned.

(2) (*a*) From July 2, 1963 to August 23, 1963, a summer course will be held at Toronto (Ontario College of Education), at Kingston (Ellis Hall, Queen's University), and at London (H. B. Beal Technical School), leading to a Temporary Secondary-School Certificate. The Certificate shall be valid for the school year 1963–64. The holder of such Certificate may secure a High School Assistant's Certificate, Type B, by attending, on the recommendation of the Principal and High School Inspector concerned, a second summer course in 1964, and by passing the examinations of that course.

(*b*) The holder of a Temporary Secondary School Teacher's certificate who has credit towards Part I of the Intermediate Certificate in Physical Education or Commercial Accounting or Secretarial Subjects or credit towards the Intermediate Certificate in Home Economics may secure Part I of the Intermediate Certificate in Physical Education or Commercial Accounting or Secretarial Subjects or the Intermediate certificate in Home Economics as the case may be, by attending, on the recommendation of the Principal and High School Inspector concerned, a second summer course in 1964, and by passing the examinations of the course. No candidate will be awarded Part I of the Intermediate certificate in Physical Education or Commercial Accounting or Secretarial Subjects or the

Intermediate certificate in Home Economics before he has been awarded a High School Assistant's certificate, Type B.

(*c*) A candidate for admission to the course leading to a Temporary Secondary-School Certificate must fulfil all the conditions of admission to the course for the Interim High School Assistant's certificate, Type B (section 9), and also must submit evidence that he has accepted a contract offered by an Ontario Secondary School Board for the ensuing school year for a position which has been advertised after March 23 and for which no fully qualified applicant is available. Application should be made to the Registrar, Ontario College of Education, 371 Bloor St. W., Toronto 5, as soon as the candidate is under contract to teach.

(*d*) No Type A[1] courses (Section 17) will be offered in these summer sessions 1963 and 1964, but instruction in teaching the subjects of Grade XIII will be provided for those deemed by the Dean and Council of the College to be capable of profiting by such instruction.

(3) Courses similar to those described in (2) above will be offered in subsequent summers if the enrolment is sufficient to warrant their establishment.

(4) The same regulations will apply to unsuccessful candidates in the completing course as apply to unsuccessful candidates in the regular winter course.

(5) PROGRAMME OF STUDIES

The course of training for the summer course, July 2 to August 23, 1963, will consist of two parts as follows:

PART I—General professional courses, including

(*a*) School Management and Law

(*b*) Courses in the principles and procedures of teaching *any three* of the following subjects:

(i) English
(ii) History
(iii) Geography
(iv) Mathematics
(v) Science*
(vi) Latin
(vii) French†
(viii) Special French††

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[1]See Section 82 for Type A Seminars.

*A candidate should not select Science unless he has had previous laboratory experience and anticipates teaching Science.

†A candidate should not choose French unless he is competent to speak the language in the classroom.

††May be chosen by candidates who are qualified to prepare themselves to teach Special French to French speaking pupils.

(ix) One of [1]Physical Education‡
[1]Commercial Subjects§
[1]Home Economics‖

PART II.—Observation and Practice-Teaching in academic subjects.

81. REGULAR EIGHT-WEEKS' SUMMER SESSION

(*a*) Candidates who have fulfilled the requirements for admission to the High School Assistants' course, Type B, and

(i) hold Ontario Elementary-School Teacher's (or First Class) certificates,
(ii) hold Ontario Vocational certificates,
(iii) have had equivalent professional training elsewhere, or
(iv) have failed a supplemental examination or examinations of the Type B course and have not been asked by the Revising Board to withdraw from teaching altogether

will be exempted from attendance at a Regular session of the Ontario College of Education but will attend the Regular Eight Weeks' summer course for a High School Assistant's certificate, Type B.

(*b*) The pass standard for candidates in this course will be the same as that for candidates in attendance during a Regular session.

(*c*) Candidates who have been duly admitted to the Regular Summer session for the High School Assistant's certificate, Type B, who attend throughout the session and who pass the examinations at the close of the session, may, on the recommendation of the examiners, be awarded by the Minister of Education, the Interim High School Assistant's certificate, Type B.

(*d*) Candidates who have attended the Summer session, with the exception of those admitted under (*a*) (iv) above, and who fail in one or more of the tests prescribed for an Interim High School Assistant's certificate, Type B, may complete their standing for said certificate under the following conditions:

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‡No candidate may choose this subject unless he has been assigned to teach the subject for at least 8 periods in the ensuing academic year. A candidate who is eligible for admission to the course leading to a High School Assistant's certificate, Type A, must choose Physical Education as one of his optional subjects.

§No candidate may choose this subject unless he is qualified to take the course *or* has been assigned to teach the subject of bookkeeping or the subjects of shorthand and typewriting in the ensuing academic year. Tests will be required if courses not taken at university.

‖No candidate may choose this subject unless she is qualified to take the course *and* has been assigned to teach the subject in the ensuing academic year. A candidate who is eligible for admission to the course leading to a High School Assistant's certificate, Type A, must choose Home Economics as one of her optional subjects.

[1]A candidate who chooses Physical Education, Commercial Subjects, or Home Economics as a third optional subject may secure Part I of the Intermediate Physical Education certificate, Part I of the Intermediate certificate in Accounting or Secretarial Commercial, or the Intermediate Home Economics certificate as the case may be upon passing the examinations of the Completing Seven Weeks' Course in 1964. No one will be awarded Part I of the certificate or the certificate as the case may be before he is awarded a High School Assistant's certificate, Type B.

(i) candidates who fail in more than two subjects of Part I shall reattend a Regular Summer session another year,

(ii) candidates who fail in Part II shall reattend a Regular Summer session another year,

(iii) candidates who fail in not more than two subjects of Part I (of which only one may be a course in the principles and procedures of teaching) may re-write at an annual examination of the College Regular session, the examination, or examinations, in the subject, or subjects in which they failed.

(*e*) Candidates admitted under (*a*) (iv) above who fail in all or part of the course will be asked to withdraw from the teaching profession.

(*f*) The course of training will consist of two parts as follows:

Part I—(*a*) School Management and Law

(*b*) Courses in the principles and procedures of teaching *any three* of the following:

English
History
Geography
Mathematics
Science
Latin
French

Part II—Practice Teaching.

(*g*) The pass standard for candidates in these Summer Sessions will be the same as for candidates in the Regular Session.

82. TYPE A SEMINARS

(1) A special summer course of six weeks, beginning on July 3, 1963, will be offered at Toronto only to provide the opportunity for teachers who hold a Permanent High School Assistant's certificate or an Interim High School Assistant's certificate, Type B, and who possess the necessary academic qualifications, to obtain an Interim High School Assistant's certificate, Type A. Applications will also be entertained from holders of Type B certificates who are graduates of approved honour courses but whose standing is below 66% but not lower than 60%, who submit evidence from the Principal and High School Inspector of at least five years' teaching experience in the subject, or subjects, of their special field of study, at least two years of which must have been in Grades XII or XIII and graded above average, in a secondary school of Ontario subsequent to obtaining the academic standing referred to above. Applications for enrolment under this plan must be made to the Registrar, Ontario College of Education by April 15.

(2) Professional courses leading to the Type A certificate in one of the following special fields of scholarship will be offered:

Classics
English
English and French
English and German
English and Latin
English and Spanish
English and History
French and German
French and Spanish
Geography
Physical Education
History
Latin and French
Latin and Greek
Mathematics
Mathematics and Physics
Science
Physics and Chemistry
Physics and Biology
Chemistry and Biology
Home Economics

(3) Applicants must be recommended in their special fields of scholarship and teaching by the secondary school inspector concerned. If it should prove necessary, an equitable limitation of the enrolment may be made. Preference will be given to teachers holding the Permanent High School Assistant's certificate, and applications will be considered in the order in which they are received.

(4) Written examinations will be held at the end of the course.

(5) Applications for enrolment must be made to the Deputy Minister of Education by June 1. Blank application forms for these *Type A Seminars* may be obtained from the Registrar, Ontario College of Education.

83. HOME ECONOMICS SUMMER COURSES

Intermediate Courses

Summer courses leading to the Intermediate certificate in Home Economics will be held in Toronto from July 3, 1963 to August 6, 1963, for candidates who qualify for either Part I, II or III courses.

Part I

Applicants who hold Interim or Permanent Second Class certificates, a First Class certificate, an Elementary-School Teacher's certificate, a High School Assistant's certificate are eligible.

Part II

Those who successfully complete Part I of the course are eligible for admission to this course.

Part III

Those who have completed successfully both Part I and Part II of the course are eligible for this course.

Part IV

Those who have completed successfully Part I and Part II of the course are eligible for this course.

Note: Part III and Part IV are offered in alternate years and may be taken in either order. Part III will be offered in 1963 and will *not* be offered in 1964. Part IV will *not* be offered in 1963 but will be offered in 1964.

Letters of confirmation will be issued as each part of the course is completed successfully. Candidates will be recommended for the Intermediate certificate when all parts have been completed successfully.

Applications must be submitted not later than June 1, 1963, to the Registrar, Ontario College of Education, 371 Bloor St. West, Toronto 5.

Intermediate Course for Graduates with University Credits in Home Economics

Admission to this course is restricted to students who submit evidence of graduation, with a standing not lower than 60% in the Home Economics of the final year from a University course approved by the Minister of Education.

The course will be conducted in Toronto, from July 3, 1963, to August 9, 1963. Final examinations will be written at the end of the session.

Applications must be submitted not later than June 1, 1963, to the Registrar, Ontario College of Education, 371 Bloor St. West, Toronto 5.

84. SCHOOL LIBRARIANSHIP SUMMER COURSES

Intermediate Course, Part II

The second of two summer courses leading to the Intermediate Certificate in School Librarianship will be held from July 2, 1963 to August 9, 1963 at the Ontario College of Education. This course is the second of three summer courses leading to the Specialists' Certificate in School Librarianship. These three courses are not necessarily offered every summer nor in successive summers.

The Intermediate Course, Part II will continue the basic training in School Librarianship begun in Part I, or in the former Elementary Course. This course for teacher-librarians will include Classification and Cataloguing, Basic Books for the School Library, and School Library Administration.

To this course may be admitted a teacher-librarian who

(*a*) holds an Elementary Certificate in School Librarianship, or a letter of confirmation issued on successful completion of School Librarianship, Intermediate Part I; and

(*b*) has a successful record in administering a high school library. A minimum of 14 periods per week for one year in administering a high school library is required, with part of this time spent in administering library classes and part time in general library administration. A statement of experience in administering a high school library is required, and must be signed by the principal of the high school.

Final examinations based on the work covered in both the Intermediate Part I and Part II courses will be written at the end of the Intermediate Course, Part II. A standing of 60% is required. A teacher-librarian who successfully completes this course will be recommended for the Intermediate Certificate in School Librarianship.

Application forms may be obtained from the Registrar, Ontario College of Education, 371 Bloor Street West, Toronto 5, and the completed forms must be submitted to the Registrar before June 1, 1963.

85. COMMERCIAL SUMMER COURSES

Teachers who wish to enroll in any of the following courses should write for application forms to the Registrar, Ontario College of Education, 371 Bloor Street West, Toronto 5, and should submit the completed forms to the Registrar before June 1, 1963. The fee for each summer is $50.00. This fee is to be paid *after acceptance*, to the Chief Accountant, University of Toronto before the day of registration.

The commercial summer courses will be held at the Central High School of Commerce, 570 Shaw Street, Toronto 4, from Tuesday, July 2, 1963, to Friday, August 2, 1963. Registration will be from 8.30 a.m. to 10.30 a.m. on Tuesday, July 2. Classes will begin the same day at 10.30 a.m. The first two periods will be held from 10.30 a.m. to 12.30 p.m.; the second two periods, from 1.30 p.m. to 3.30 p.m. On all other days, the classes will be held from 8.30 a.m. to 12.30 p.m. Each class will be one hour long.

(1) *Intermediate Course—Part I*

Summer courses leading to completion of Part I of the Intermediate Commercial, Intermediate Accounting or Intermediate Secretarial will be held at Central High School of Commerce for candidates who qualify for the course. Applicants who hold a Second Class (Elementary-School) or more advanced teaching certificate are eligible.

Subjects:

Penmanship (1, 2, 4), Typewriting A (2, 3), Shorthand A (3), Bookkeeping A (4), Typewriting B (1, 3), Shorthand Theory (2), Shorthand Practice (1), Bookkeeping B (3), Typing Methods (1, 2, 3, 4), Shorthand Methods (1, 2), Bookkeeping Methods (1, 3, 4).

Note—Figure in brackets indicates the probable period in which the subject is offered.

(2) *Intermediate Course—Part II*

Summer courses leading to the Intermediate Commercial, Intermediate Accounting or Intermediate Secretarial certificates will be held at Central High School of Commerce for candidates who qualify for the courses. To these courses may be admitted an applicant who has completed or who is completing subjects for the Intermediate Part I course.

Subjects:

Office Practice (1, 2), Business Law (2), Business Arithmetic (3, 4), Business Correspondence (4), Economic History (1).

Note—If the candidate requires the Economic History to complete his Commercial Specialist certificate, bulletin preparation will still be required, but not if it is to be used to obtain the Accounting or Secretarial Specialist certificates.

(3) *Specialist Course*

Summer courses leading to the Specialist certificates in Commercial will be held at Central High School of Commerce for candidates who qualify for the

courses. To these courses may be admitted an applicant who is qualified to teach in a high school in Ontario and who holds the Intermediate, Part II Commercial certificate or who is completing subjects for this certificate and whose programme, approved by the principal, permits a start on subjects leading to the Commercial Specialist certificate. In all subjects of the Specialist course, except Business Machines and Methods, extension courses with the Department of Extension, University of Toronto, must be approved by the principal and completed prior to enrolment in these subjects at the summer course.

Subjects:

Economic History (1), Accounting I (2), Economics (3), Business Machines (2, 3, 4), Accounting II (3), Secretarial I (4), Secretarial II (3), Major Methods in Accounting Subjects (1, 3, 4), Major Methods in Secretarial Subjects (1, 4), Organization and Supervision of a Commercial Department (1, 2, 3).

Credit may be allowed for equivalent university courses previously taken if certified statements or transcripts are submitted.

Before the Commercial Specialist certificate is granted, proof of four months' business experience must be submitted to the principal.

If you are in doubt about the requirements for the Commercial certificates, write to the College of Education for a copy of "How to Qualify as a Commercial Teacher in Ontario."

(4) *Supplemental Examinations*

Supplemental Examinations in all the commercial subjects except the Methods will be held on June 27–28, 1963 at the Central High School of Commerce, 570 Shaw Street, Toronto 4, for those who qualify.

Subject Qualification:

(*a*) Subjects of the Intermediate, Part I or II courses for which bulletins through the Extension Department, University of Toronto have been completed successfully.

(*b*) Subjects of the Intermediate, Part I or II courses that have been taught for at least one year within the last two years. This must be certified by a statement from the principal of your school.

(*c*) Subjects of the Intermediate, Part I or II courses for which night school work at a high school, business college or university has been completed successfully.

(*d*) Subjects in which the applicant has failed to obtain 66% at university or a commercial high school.

(*e*) Subjects in which the applicant failed to obtain standing at a previous summer course.

For permission to try these supplemental examinations, write to the principal, Professor A. P. Seggie, Ontario College of Education, 371 Bloor Street West, Toronto 5, before June 15, 1963.

The fee for the examination is $5.00 per subject and is to be paid on the day of writing the examination.

86. VOCATIONAL COMMERCIAL SUMMER COURSE

Vocational, Type B in certain Commercial Subjects

As a temporary measure, if there are sufficient applicants, a Special Commercial Summer Course of five weeks will be offered in Toronto in 1963 leading to an Interim Vocational Type B certificate valid for teaching certain Commercial skills or subjects in a secondary school for those who meet the Department of Education requirements for this two-summer course. A second summer of five weeks in 1964 will be required to complete the certificate.

The second summer of the first Special Commercial Summer Course leading to an Interim Vocational, Type B certificate valid for teaching certain commercial skills or subjects will be offered in Toronto in 1963 for those who completed successfully the first five weeks in 1962.

If there are sufficient applicants, another Special Commercial Summer Course with three summers of five weeks will also be offered in Toronto in 1963 leading to an Interim Vocational, Type B certificate valid for teaching certain commercial skills or subjects in any secondary school for those who meet the Department of Education requirements for this three-summer course.

Any student who completes this Vocational Type B certificate and obtains an approved degree, may secure a High School Assistants' certificate, Type B, by attending the Regular Eight Weeks Summer Course and passing the examinations of the course.

These special Vocational Commercial courses will be discontinued as soon as there are sufficient teachers being supplied by the regular programme.

87. ELEMENTARY-SCHOOL TEACHER'S, COMPLETING COURSE

This course is for High School Assistants who hold credit towards the Elementary-School Teacher's certificate.

88. INDUSTRIAL ARTS SUMMER COURSES

(1) *Specialist Course*

Summer courses leading to Specialist certification in Industrial Arts will be held from July 2, 1963 to August 2, 1963. Parts I, II, and III will be offered if enrolment in each part is sufficient.

Requirements for entrance into Part I are: (i) an Intermediate certificate and one year of successful teaching in Industrial Arts; (ii) standing in eight Grade XIII papers; and (iii) above-average grading by the inspector concerned.

For entrance into Part II each candidate shall submit the official record of having completed Part I successfully.

Candidates who wish to apply for entrance to Part III must submit the official records of satisfactory completion of both Part I and Part II.

Applications should be made before May 1, 1963 to the Director of Industrial Arts Teacher Education, Ontario College of Education, 371 Bloor Street West, Toronto 5.

(2) *Intermediate Course*

This course consists of 4 parts. Part I is preparatory. Parts II, III and IV are each of 5 weeks' duration.

To Part I in July, 1960, were admitted:

(*a*) Candidates holding High School Assistants' certificates, who have passed in the supplementary course in Industrial Arts (called Part 1.) See Section 22, VI and Section 52.

(*b*) Candidates holding Vocational certificates, who are teaching Industrial Arts in secondary schools.

(*c*) Candidates holding Elementary-School Teachers' certificates and also Parts I, II, and III of the Elementary Industrial Arts course.

Part IV will be offered in 1963.

Application should be made before May 1, 1963 to the Director of Industrial Arts Teacher Education, Ontario College of Education, 371 Bloor Street West, Toronto 5, Ontario.

89. (*a*) Courses leading to Vocational certificates in Occupational Trades. Part I of two parts was offered in 1962.
To Part I were admitted (i) holders of Vocational certificates, and (ii) holders of Industrial Arts Specialist certificates, who hold contracts with Boards of Education to teach this subject in composite schools. Part II will be offered in 1963.

(*b*) If conditions demand it, the first of three five-weeks summer sessions will be offered leading to Vocational certificates, Type B. Each candidate must have a contract with a school board which was unable to engage a certificated teacher.

90. VOCATIONAL SUMMER COURSES

(1) *Vocational, Type B*

Summer courses leading to the Vocational Certificate, Type B, will be offered from July 2 to August 2, 1963 for holders of High School Assistant certificates who meet Department of Education requirements for vocational certification.

(2) *Provincial Institute of Trades Technical Instructors Course*

Parts I, II, and III will be offered in 1963.

(3) *Vocational, Type A*

A summer course leading to the Vocational Certificate, Type A, will be held from July 2 to August 2, 1963. Parts I and II will be offered.

Requirements for Specialist certification are: (i) a Permanent Ordinary Vocational certificate; (ii) above-average grading by the inspector concerned; (iii) standing in six Grade XIII papers, one of which must be English Composition, or approved equivalents.

Application should be made to the Director of Vocational Teacher Education, Ontario College of Education, 371 Bloor Street West, Toronto 5, before June 1.

91. GRADUATE DEGREES IN EDUCATION

The Ontario College of Education offers programmes of study leading to the graduate degrees of Bachelor of Education, Master of Education, Master of Arts, Doctor of Education and Doctor of Philosophy.

For information regarding these programmes see the separate announcement "Courses Leading to Graduate Degrees in Education, 1963–64".

CALENDAR 1963

Jan.

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Aug.

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CALENDAR 1964

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April

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June

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July

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Aug.

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Sept.

S	M	T	W	T	F	S
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
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27	28	29	30	....	....	....

Oct.

S	M	T	W	T	F	S
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25	26	27	28	29	30	31

Nov.

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
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29	30	....	....	....	....	....

Dec.

S	M	T	W	T	F	S
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	....	....

The University of Toronto issues the following calendars and other publications concerning courses of instruction given by the University, any one of which may be had on application to the Registrar of the University or to the Secretary of the Faculty, School or Institute about which information is sought.

CALENDARS AND OTHER PUBLICATIONS ISSUED BY THE UNIVERSITY OF TORONTO

ADMISSION INFORMATION–	Admission Awards
	Admission Circular
APPLIED SCIENCE AND ENGINEERING–	Faculty of Applied Science and Engineering
ARCHITECTURE–	School of Architecture
ARTS AND SCIENCE–	Faculty of Arts and Science
	Diploma Course in Computing and Data Processing
	Bulletin containing Course Information
BUSINESS–	School of Business–Graduate Programme in Business Administration
	Administrative Development Programme
CHILD STUDY–	Institute of Child Study
DENTISTRY–	Faculty of Dentistry
	Graduate Degrees in Dentistry
	Dental Hygiene
EDUCATION–	Ontario College of Education
	Graduate Degrees in Education
EXTENSION–	General Course (Extension)
	Evening Course in Business
	Business and Industry
	Evening Tutorial Classes
	Correspondence Courses
FOOD SCIENCES–	Faculty of Food Sciences
FORESTRY–	Faculty of Forestry
GRADUATE STUDIES–	School of Graduate Studies
HYGIENE–	School of Hygiene
LAW–	Faculty of Law
LIBRARY–	Library School
MEDICINE–	Faculty of Medicine
	Division of Rehabilitation Medicine
	Division of Postgraduate Medical Education
MUSIC–	Faculty of Music
	The Royal Conservatory of Music
	School of Music Year Book
	General Syllabus
	Pianoforte and Theory Syllabus
NURSING–	School of Nursing
PHARMACY–	Faculty of Pharmacy
PHYSICAL AND HEALTH EDUCATION–	School of Physical and Health Education
SOCIAL WORK–	School of Social Work

Enquiries about the following institutions in the University of Toronto should be addressed as follows:

Ontario Agricultural College
Macdonald Institute
Ontario Veterinary College
} The Registrar,
Federated Colleges, Guelph, Ontario.

York University–The Registrar, 2275 Bayview Avenue, Toronto 12.

Massey College–The Master, Massey College,
University of Toronto,
Toronto 5.

University of Toronto

ONTARIO COLLEGE OF EDUCATION

CALENDAR 1964-1965

In view of increasing costs of supplies and labour, fees, residence dues and other charges set forth in this calendar are subject to change by the Board of Governors.

University of Toronto

ONTARIO COLLEGE OF EDUCATION

CALENDAR 1964-1965

UNIVERSITY OF TORONTO PRESS
1964

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Courses	*Begins*	*Ends*
1964		
Initial Eight-Weeks Summer Session (High School Assistants)	June 29	Aug. 21
Completing Seven-Week Summer Session (High School Assistants)	June 29	Aug. 14
Regular Eight-Week Summer Session (High School Assistants)	June 29	Aug. 21
Type A Summer Seminar	June 29	Aug. 7
Home Economics Summer Session for University graduates	June 29	Aug. 7
Home Economics, Intermediate Part I, Part II, and Part IV Summer Sessions	July 6	Aug. 7
School Librarianship, Intermediate Part I Summer Session	June 29	Aug. 7
School Librarianship, Specialist Summer Session	July 6	Aug. 7
Commercial—Special Summer Session for Vocational Teachers (C2)	June 29	July 31
—Special Summer Session for Vocational Teachers (C3)	June 29	July 31
Commercial—Completing Course (C2)	June 29	July 31
—Second Summer Session for Vocational Teachers of Commercial Subjects (C3)	June 29	July 31
Commercial—Summer Session for Intermediate Accountancy Parts I & II, Intermediate Secretarial Parts I & II, and Specialist	June 29	July 31
Vocational—Special Summer Session for Teachers of Technical Subjects	June 29	Aug. 14
Vocational—Special Summer Session for Teachers of Diversified Trades	June 29	Aug. 14
Vocational Summer Session for Type A Certificates, Part I and Part II	June 29	July 31
Vocational Summer Session Completing Course for Technical and Occupational Teachers	June 29	Aug. 14
Industrial Arts Specialist Summer Session Type A Parts I, II, and III	June 29	July 31
Industrial Arts re-certification Summer Session, Type B	June 29	July 31
Completing Elementary School Teachers' Summer Session	June 29	July 31
Physical Education (Girls) Summer Session for Part I and Part II of Intermediate Certificate	June 29	July 31
Physical Education (Girls) Specialist Summer Session	June 29	Aug. 7
Physical Education (Boys) Summer Session for Part I and Part II of Intermediate Certificate	June 29	July 31
Physical Education (Boys) Specialist Summer Session	June 29	Aug. 7
Physical Education (Girls) Special Summer Session	June 29	July 31
Education Summer Session	June 29	Aug. 8
Regular Autumn Term	Sept. 22 (9 a.m.)	Dec. 18 (5 p.m.)

ACADEMIC CALENDAR

1965		
Regular Winter Term	Jan. 4 (9 a.m.)	Apr. 15 (5 p.m.)
Regular Spring Term	Apr. 19 (9 a.m.)	May 28 (5 p.m.)

Dates, Regular Academic Session

1964	
September 22	Registration
September 23	Address by the President to the students of all faculties and schools at 3.45 p.m. in Convocation Hall
October 12	Thanksgiving Day
November 11	Remembrance Day Service 10.45 a.m.
November 27	Autumn Convocation 8.30 p.m.
December 31	Last day for accepting applications for supplemental practical tests
1965	
January 20	Last day for receiving the second instalment of fees
January 31	Last day for accepting applications for supplemental written examinations
April 16	Good Friday
May 3–14	Final Examinations
May 28–June 4	University Commencement

ADMINISTRATIVE STAFF

1963–1964

THE UNIVERSITY

President . . . C. T. Bissell, M.A., Ph.D., D.Litt., LL.D. F.R.S.C.
Vice-President (Academic) . . . M. St. A. Woodside, M.A., LL.D.
Principal of Scarborough College and Vice-President for Scarborough and Erindale Colleges . D. C. Williams, M.A., Ph.D.
Executive Assistant to the President . . . . . J. H. Sword, M.A.
Special Assistant to the President for Secondary School Affairs P. A. C. Ketchum, M.A., B.Paed., LL.D.

Registrar . . . . . R. Ross, M.B.E., M.A.
Chief Librarian . . . . . R. H. Blackburn, M.A., B.L.S., M.S.
Director of University Extension . . . D. C. Williams, M.A., Ph.D.
Chairman of the Medical Sciences Advisory Council . . . . . M. St. A. Woodside, M.A., LL.D.

Vice-President (Administration) . . . . F. R. Stone, B.Com., C.A.
Comptroller . . . . . G. L. Court, D.F.C., M.Com., C.A.
Secretary of the Board of Governors . . . . . D. S. Claringbold
Superintendent of Buildings and Grounds . F. J. Hastie, B.Sc., P.Eng.
Chief Accountant . . . . . D. J. Reid

Director of the University of Toronto Press . . . M. Jeanneret, B.A.

Director of Alumni Affairs . . . . . J. C. Evans, B.A.
Director of Information . . . . . K. S. Edey
Director of Development . . . . . R. J. Albrant
Director of Graduate Records . . . . . C. G. M. Grier, E.D., M.A.

Warden of Hart House . . . . . J. McCulley, M.A.
Director of University Health Service G. E. Wodehouse, M.C., M.D., F.R.C.P.
Assistant Director of University Health Service—Women Miss F. H. Stewart, B.A., M.D.
Director of the Placement and Housing Services J. K. Bradford, O.B.E., M.A.Sc.
Director of Athletics and Physical Education—Men . W. A. Stevens, B.S.
Director of Athletics and Physical Education—Women Miss Z. Slack, B.A.
Administrator, Students' Administrative Council R. S. Rawlings, B.A.
Director of Hart House Theatre . . . . . R. S. Gill, M.A.

ADMINISTRATIVE STAFF

1963–64

THE ONTARIO COLLEGE OF EDUCATION

Dean ..... D. F. Dadson, B.A., B.Ed.
Director of the Department of Educational Research
R. W. B. Jackson, B.A., Ph.D.
Assistant Director of the Department of Educational Research
W. G. Fleming, B.A., Ed.D.
Director of the Department of Graduate Studies ..... G. E. Flower, M.A., Ed.D.
Associate Director of the Department of Graduate Studies
C. C. Pitt, M.A., B.Paed., Ph.D.
Director of the Guidance Centre ..... M. D. Parmenter, M.A.
Director of the Department of Vocational and Industrial Arts Teacher Education
R. D. Phillips, B.Sc., M.Ed., P.Eng.
Assistant Director of the Department of Vocational and Industrial Arts Teacher Education ..... A. W. Frizzell, B.A.Sc., P.Eng.
Director of Practice Teaching ..... J. W. Dodd, B.A.
Dean of Women ..... Miss Helen B. St. John, M.A., O.A.
Director, Advanced Academic Recommendations ..... H. M. Fowler, B.A., Ed.D.
Associate Director, Advanced Academic Recommendations
J. S. Carlisle, B.A., B.Paed.
Librarian ..... Miss Dorothy A. Thompson, B.A.
Registrar ..... Miss A. A. L. Elliott, B.A.

NOTE—Communications to the Ontario College of Education should be addressed to the Registrar, Ontario College of Education, 371 Bloor Street W., Toronto 5.

TEACHING STAFF 1963–64

HIGH SCHOOL ASSISTANTS' COURSE

ART

P. H. Tacon, M.A., B.Paed. ..... *Professor*

CLASSICS

B. C. Taylor, M.A. ..... *Professor*

COMMERCIAL SUBJECTS

A. P. Seggie, B.A. ..... *Professor*
G. A. Reid, B.Comm. ..... *Associate Professor*

EDUCATIONAL PSYCHOLOGY

H. O. Barrett, B.A., B.Paed., D.Paed. ..... *Associate Professor*

ELEMENTARY EDUCATION

G. E. Tait, B.A., B.Paed., Ed.D. ..... *Professor*

ENGLISH

R. J. McMaster, B.A., B.Ed. ..... *Professor*
J. W. MacDonald, M.A. ..... *Assistant Professor*

GEOGRAPHY

W. E. Sager, C.D., B.A. ..... *Associate Professor*
R. P. Baine, M.A. ..... *Assistant Professor*

GUIDANCE

M. D. Parmenter, M.A. ..... *Professor*

HEALTH AND PHYSICAL EDUCATION

Miss H. L. Bryans, M.A. ..... *Professor*
J. H. Passmore, B.A., B.P.H.E., B.Ed. (on leave of absence) ..... *Professor*
J. R. Life, B.P.H.E., M.Ed ..... *Associate Professor*
Miss Jean M. Stirling, B.A. ..... *Associate Professor*

HISTORY

A. D. Lockhart, M.A. ..... *Professor*
J. C. Ricker, M.A. ..... *Assistant Professor*

HISTORY and PHILOSOPHY OF EDUCATION

J. M. Paton, M.A., D.Paed. ..... *Professor*

HOME ECONOMICS

Miss C. Ruth Dean, M.A. ..... *Professor*
Miss Helen Finnegan, B.A., M.S. ..... *Associate Professor*

INDUSTRIAL ARTS

A. T. McLachlan ..... *Lecturer*

MATHEMATICS

W. B. MacLean, M.A. ..... *Professor*
D. L. Mumford, B.A. ..... *Associate Professor*

MODERN LANGUAGES

Miss Helen B. St. John, M.A., O.A. ..... *Professor*
R. J. Jones, B.A., Mus.Bac. ..... *Associate Professor*
G. A. Kirk, M.A., Dip.d'E. ..... *Assistant Professor*

MUSIC

K. I. Bray, Mus.Bac., M.M. ..... *Associate Professor*

SCHOOL LIBRARIANSHIP

Miss Margaret B. Scott, B.A., B.L.S. ..... *Associate Professor*

SCHOOL ADMINISTRATION AND LAW

D. F. Dadson, B.A., B.Ed. ..... *Professor*

SCIENCE

A. H. Louden, B.A., B.Paed. ..... *Professor*
R. G. Casson, B.Sc. ..... *Associate Professor*

THEATRE ARTS

J. W. Dodd, B.A. ..... *Associate Professor*

VOCATIONAL COURSE

EDUCATIONAL PSYCHOLOGY

T. H. G. Luther, B.A., B.Ed. ..... *Associate Professor*

ENGLISH

C. H. Wall, B.A. ..... *Assistant Professor*

HISTORY OF VOCATIONAL EDUCATION and SCHOOL LAW

R. D. Phillips, B.Sc., M.Ed., P.Eng. ..... *Professor*
A. M. Hay, B.A. ..... *Assistant Professor*

INDUSTRIAL ARTS

T. H. G. Luther, B.A., B.Ed. ..... *Associate Professor*
E. P. Emerson, B.A., M.Ed. ..... *Associate Professor*
C. Otto ..... *Lecturer*
A. Jameson ..... *Lecturer*
P. J. Briggs ..... *Lecturer*

PRINCIPALS OF TEACHING

A. W. Frizzell, B.A.Sc. ..... *Professor*
F. E. Mason, B.A. ..... *Assistant Professor*
D. J. Long ..... *Lecturer*

TECHNICAL SUBJECTS

A. W. Frizzell, B.A.Sc. ..... *Professor*
F. E. Mason, B.A. ..... *Assistant Professor*
D. J. Long ..... *Lecturer*
E. P. Emerson, B.A., M.Ed. ..... *Associate Professor*
A. M. Hay, B.A. ..... *Assistant Professor*
C. Otto ..... *Lecturer*

GRADUATE STUDIES

G. E. Flower, M.A., Ed.D. ..... *Professor*
C. C. Pitt, B.A., Ph.D. ..... *Professor*
A. F. Skinner, M.A., B.Sc., Ph.D. ..... *Professor*
Also offering graduate courses are members of other departments within the College and the University and visiting professors from other universities.

EDUCATIONAL RESEARCH

R. W. B. Jackson, B.A., Ph.D., F.R.S.S. ..... *Professor*
W. G. Fleming, B.A., Ed.D. ..... *Associate Professor*
E. B. Rideout, B.A., M.Ed. ..... *Associate Professor*
W. Brehaut, M.A., Ed.D. ..... *Assistant Professor*
J. F. Flowers, B.P.H.E., Ed.D. ..... *Assistant Professor*
W. R. D'Oyley, B.A., Ed.D. ..... *Lecturer*
Miss D. Ellis, B.A., B.A.Sc., M.Ed., P.Eng. ..... *Lecturer*
Miss K. M. Hobday, M.A. ..... *Lecturer*
Mrs. C. M. Watson, M.A., Ph.D. ..... *Lecturer*
Miss S. K. Wigmore, B.A., B.L.S. ..... *Lecturer and Research Librarian*

SCHOOLS USED FOR THE PRACTICE TEACHING PROGRAMME

A. B. Lucas Secondary School	LONDON
Adam Scott Coll. and Voc. School	PETERBOROUGH
Albion Hills Collegiate Institute	ETOBICOKE
Albion Hills Conservation School	ETOBICOKE
Alderwood Coll. Inst.	ETOBICOKE
Ancaster High School	ANCASTER
Barton Secondary School	HAMILTON
Bathurst Heights Collegiate Institute	NORTH YORK
Bayview Junior High School	NORTH YORK
Bayview Secondary School	YORK TOWNSHIP
Bedford Park Public School	TORONTO
Belleville Coll. Inst. and Voc. School	BELLEVILLE
Bloor Collegiate Institute	TORONTO
Bracebridge High School	BRACEBRIDGE
Brantford Coll. Inst. and Voc. School	BRANTFORD
Burnhamthorpe Collegiate Institute	ETOBICOKE
Cedarbrae Secondary School	SCARBOROUGH
Central High School of Commerce	TORONTO
Central Peel Composite School	BRAMPTON
Central Secondary School	HAMILTON
Central Technical School	TORONTO
Churchill Heights Public School	SCARBOROUGH
Clarke Road High School	LONDON
College Avenue Secondary School	WOODSTOCK
Cosburn Junior High School	EAST YORK
Danforth Technical School	TORONTO
David and Mary Thomson Collegiate Institute	SCARBOROUGH
Don Mills Collegiate Institute	NORTH YORK
Dorchester District High School	DORCHESTER
Downsview Secondary School	NORTH YORK
Delta Secondary School	HAMILTON
Dufferin Heights Junior High School	NORTH YORK
Earl Grey Public School	TORONTO
Earl Haig Collegiate Inst. and Voc. School	YORK TOWNSHIP
Earl Haig Secondary School	NORTH YORK
Eastdale Junior Vocational School	TORONTO
Eastdale Secondary School	WELLAND
Eastern High School of Commerce	TORONTO
Eastview High School	OTTAWA
Eastwood Collegiate Institute	KITCHENER
East York Collegiate Institute	EAST YORK
Elmira District High School	ELMIRA
Emery Collegiate Institute	NORTH YORK
Etobicoke Collegiate Institute	ETOBICOKE
Forest Hill Collegiate Institute	FOREST HILL VILLAGE
Frank Oke Public School	YORK TOWNSHIP

G. A. Wheable Coll. and Voc. Inst.	LONDON
George Harvey Secondary School	YORK TOWNSHIP
Glendale Secondary School	HAMILTON
Glenview Park Secondary School	GALT
Gordon E. Perdue	OAKVILLE
Hampton Heights Public School	HAMILTON
Harbord Collegiate Institute	TORONTO
Hayden Park Junior Vocational School	TORONTO
H. B. Beal Technical and Comm. High School	LONDON
Hill Park Secondary School	HAMILTON
Hodgson Senior Public School	TORONTO
Humberside Collegiate Institute	TORONTO
Huron Heights Secondary School	NEWMARKET
Huron Street Public School	TORONTO
Jarvis Collegiate Institute	TORONTO
John F. Ross Coll. Vocational Institute	GUELPH
Kenner Coll. Vocational Inst.	PETERBOROUGH
King Edward Public School	TORONTO
Kingston Coll. Institute and Voc. School	KINGSTON
Kitchener Coll. Inst. and Voc. School	KITCHENER
Kitchener Street Public School	NIAGARA FALLS
Lakeport Secondary School	ST. CATHARINES
Lawrence Park Collegiate Institute	TORONTO
Leaside High School	LEASIDE
Ledbury Park Junior School	NORTH YORK
Listowel District High School	LISTOWEL
London Central Collegiate Institute	LONDON
London South Collegiate Institute	LONDON
Malvern Collegiate Institute	TORONTO
McLaughlin Coll. and Voc. School	OSHAWA
Moira Secondary School	BELLEVILLE
Nelson High School	BURLINGTON
New Toronto Secondary School	LAKESHORE
Niagara Falls Coll. Inst. and Voc. School	NIAGARA FALLS
North Albion Collegiate Institute	ETOBICOKE
North Park Collegiate Institute	BRANTFORD
Northern Secondary School	TORONTO
North Toronto Collegiate Institute	TORONTO
Northview Heights Collegiate Institute	NORTH YORK
Oakwood Collegiate Institute	TORONTO
O'Neil Coll. Inst. and Voc. School	OSHAWA
Orangeville District High School	ORANGEVILLE
Orillia District Coll. and Voc. Inst.	ORILLIA
Ostler Senior Public School	TORONTO

Paris District High School	PARIS
Parkdale Collegiate Institute	TORONTO
Parklawn Public School	ETOBICOKE
Pauline Johnson Coll. Voc. School	BRANTFORD
Peterborough Coll. Inst. and Voc. School	PETERBOROUGH
Pickering District High School	PICKERING
Port Credit Secondary School	SOUTH PEEL
Provincial Institute of Trades	TORONTO
Queen Elizabeth Coll. and Voc. Inst.	KINGSTON
R. H. King Collegiate Institute	SCARBOROUGH
Richview Collegiate Institute	ETOBICOKE
Riverdale Collegiate Institute	TORONTO
Royal York Collegiate Institute	ETOBICOKE
Ryerson Senior Public School	TORONTO
St. Catharines Coll. Inst. and Voc. School	ST. CATHARINES
St. Jerome Separate High School	KITCHENER
St. Lawrence High School	CORNWALL
Sir Adam Beck	LONDON
Southwood Secondary School	GALT
Thistletown Collegiate Institute	REXDALE
Thornhill Secondary School	YORK CENTRAL
Thorold District High School	THOROLD
T. L. Kennedy South Peel	COOKSVILLE
University of Toronto Schools	TORONTO
Vaughan Road Collegiate Institute	YORK TOWNSHIP
Vincent Massey Collegiate Institute	ETOBICOKE
Viscount Montgomery Public School	HAMILTON
W. A. Porter Collegiate Institute	SCARBOROUGH
Waterloo Collegiate Institute	WATERLOO
Welland Coll. Inst. and Voc. School	WELLAND
Westdale Secondary School	HAMILTON
Western Technical and Comm. School	TORONTO
West Hill Collegiate Institute	SCARBOROUGH
Westminster Secondary School	LONDON
Westmount Secondary School	HAMILTON
Weston Coll. Inst. and Voc. School	WESTON
William Lyon MacKenzie Collegiate Inst.	NORTH YORK
Wilson Heights Junior High School	NORTH YORK
Winona High School	WINONA
Winston Churchill Collegiate Institute	SCARBOROUGH
York Memorial Collegiate Institute	YORK TOWNSHIP
York Mills Collegiate Institute	NORTH YORK

The Ontario College of Education trains candidates for certificates as teachers and in particular for Provincial certificates as teachers in secondary schools. It also offers courses leading to the B.ED., M.ED., ED.D., M.A., and PH.D. degrees.

Students registered for courses in the College may use the University's library, gymnasium, and athletic fields, and Hart House, under such conditions as obtain with other students. They will also be admitted free to the Royal Ontario Museum, Bloor Street, and to the Toronto Art Gallery, Dundas St., from 9 a.m. to 5 p.m., on presentation of their Admit to Lecture cards.

HOUSING SERVICE

For the convenience of those students who are not able to find accommodation in the University and College residences, the University maintains a listing of rooming houses, flats, apartments and homes. Information on these rooms may be obtained through the Housing Service office at 581 Spadina Avenue, Toronto 4.

Off-campus housing of this nature is not subject to University regulation; however every effort is taken to make the information on the accommodation as complete as possible and students are encouraged to assist in this effort by reporting on the quality of the accommodation that they have occupied.

A limited amount of accommodation is offered in exchange for part-time services such as housekeeping or babysitting.

1 / COURSES AND CERTIFICATES

1 / The following courses are offered:

a / Courses for the following certificates (all Interim): High School Assistant's, Type B; High School Assistant's, Type A;[1] Elementary-School Teachers,[2] Part I of the course for the Intermediate in Art;[4] Part I of the course for the Intermediate in Physical Education;[4] Part I of the course for the Intermediate in Industrial Arts;[3] Part I of the course for the Intermediate in Instrumental Music and in Vocal Music;[4] the Intermediate in Home Economics; Part I of the course for the Intermediate Accountancy or Secretarial in Commercial Subjects; Part I of the course for the Intermediate in School Librarianship; course for the Theatre Arts; Vocational, Type B; Vocational, Type A; Intermediate in Industrial Arts; Specialist in Industrial Arts.

b / Course for the degree of B.ED.

c / Courses under the School of Graduate Studies for the degrees of M.A., M.ED., ED.D., and PH.D.

[1]See Section *18* / **1.**
[2]This course may not be completed in the regular College session but requires a subsequent summer session before the candidate will be recommended for the certificate.
[3]This course may not be completed in the regular College session but requires three subsequent summer sessions before the candidate will be recommended for the certificate.
[4]The courses leading to High School Assistants' certificates, Type A, in physical Education, Art, Instrumental Music and Vocal Music and Commercial Specialist are open only to those who qualify under Section *26*.

2 / a / The following grades of certificates qualify the holders for teaching academic subjects in High Schools and Collegiate Institutes:

i / An Interim High School Assistant's certificate, Type B, which qualifies the holder for five years as an Assistant.

ii / A Permanent High School Assistant's Certificate.

iii / An Interim High School Assistant's Certificate, Type A, which qualifies the holder for five years as an Assistant.

iv / A High School Specialist's Certificate which qualifies the holder to be head of a Department.

b / Requirements for the above Certificates:

i / For an Interim High School Assistant's Certificate, Type B; the completion of the professional course of training for this certificate at the Ontario College of Education.

ii / For a Permanent High School Assistant's Certificate: the Interim High School Assistant's Certificate, Type B, and two years' successful teaching experience in Ontario in a secondary school or in Grades IX or X of a Public or Separate School.

iii / For an Interim High School Assistant's Certificate, Type A: the completion of the professional course of training for this certificate at the Ontario College of Education.

iv / For a High School Specialist's Certificate: an Interim High School Assistant's Certificate, Type A, and two years' successful teaching experience in Ontario in the subject or subjects covered by the Interim High School Assistant's Certificate, Type A.

c / The holders of Interim High School Assistants' Certificates, Type B, or permanent High School Assistants' Certificates may secure Interim High School Assistants' Certificates, Type A, under the conditions outlined in Section 17 of this calendar.

d / For certificates in Vocational Training and in Industrial Arts, see Section 79.

2 / SESSION

Enrolment will take place at 9 a.m., Tuesday, September 22. The Autumn Term will end December 18, at 5 p.m., and the Winter Term will begin January 4 at 9 a.m. The Spring Term will begin April 19 and end May 14.

3 / DUTIES OF STUDENTS

1 / Regular attendance on the part of candidates for Provincial certificates is indispensable, except for such as are exempt from attendance under the regulations of the Department of Education, and for such as are permitted by the Dean to act, after Christmas, for not more than a total of one week, as occasional teachers in the schools of Ontario.

2 / Students who are unduly deficient in scholarship, or whose attendance or progress is unsatisfactory, may be dismissed from attendance by the Council of the College at any time during the session.

3 / On the Dean's report to the Minister of Education as to the physical unfitness of a student for training for a Provincial certificate as a teacher, the Minister may require a special medical examination of such student, and, as a result thereof, may direct that his registration for such training be cancelled.

4 / FEES

1 / For the High School Assistants' Course, Type B, and Vocational and Industrial Arts Courses.

Academic Fee	Incidental Fees	Total Fee (if paid in one instalment)	First Term Instalment due Oct 1	Second Term Instalment due Jan. 20
		Men		
$200	$53	$253	$153	$103
		Women		
$200	$28	$228	$128	$103

NOTES: **a** / The Academic Fee (which includes the examination and University Library fees) and the Incidental Fees are to be paid to the UNIVERSITY OF TORONTO. After January 20, an additional deferred payment fee of $3 per month shall be imposed until the whole amount is paid.

b / The fee is the same for the Session after Christmas as for the regular College Session.

c / Incidental Fees include the following fees:—
For men—Hart House; Students' Administrative Council; Athletic; Health Service; and such medical examinations as may be required for admission to the College.
For women—Students' Administrative Council; Athletic; Health Service; and such medical examinations as may be required for admission to the College.

d / An additional charge of $3.00 is made for payment of fees in two instalments.

e / A late registration fee of $10.00 will be assessed against any student who registers after the last date for normal registration in his or her faculty or school.

f / There is no additional fee for a High School Assistants' course. Type A, or for a Supplementary course when taken concurrently with the High School Assistants' course, Type B.

2 / *For Supplemental Examinations:*
Fee for examination in one subject of any course when repeated in a subsequent Session. **$10.00**

3 / *For Summer Courses*
Fee for the Initial Eight-Week Summer Course. **$155.00**
Fee for the Completing Seven-Week Summer Course. **$80.00**
Fee for the Regular Eight-Week Summer Course. **$155.00**
Fee for the Type A Seminars. **$75.00**

Fee for the Intermediate Home Economics Summer Courses:
Intermediate, Parts I, II and IV, each **$50.00**
Intermediate for graduates. **$75.00**

Fee for the Commercial Summer Courses:
Intermediate, Parts I and II, each **$50.00**
Specialist. **$50.00**
Vocational-Commercial, *each* **$75.00**
Supplemental examinations, per subject. **$5.00**

Fee for Industrial Arts Summer Courses:
Intermediate, Part IV. **$50.00**
Specialist, Parts I, II and III, each **$50.00**

Fee for Vocational Summer Courses:
Emergency for Type B, Part III. **$80.00**
Type B for holders of H.S.A., Type B certs. **$50.00**
Type A, Parts I and II, each **$50.00**
Occupational Trades and Re-certification. *each* **$50.00**
Emergency for Type B, Parts I and II. *each* **$120.00**

Fee for School Librarianship Summer Course:
Intermediate, Part I. **$50.00**
Specialist. **$75.00**
Elementary-School Completing Course. **$25.00**

Fee for Physical Education Summer Courses:
Men, Intermediate Parts I and II, each **$50.00**
Men, Specialist. **$80.00**
Women, Intermediate Parts I and II, each **$50.00**
Women, Specialist. **$80.00**
Special Course in Teaching Physical Education for Women. **$50.00**

4 / The incidental fees required of students in the regular session shall not be required of students in these summer sessions.

5 / EXAMINATIONS

1 / No candidate will be permitted to take more than twice any final examination, or part thereof, for any certificate listed in this calendar.

2 / APPEALS / The answer papers of the final examinations of all unsuccessful candidates for Provincial certificates are re-read by the examiners, and the results of the first reading reconsidered before a decision to reject is reached. Despite this fact any unsuccessful candidate may have his case considered a third time if within two weeks after the announcement of the results he lodges with the Minister of Education his appeal, with a statement of the grounds on which it is based, and with a fee of $10.00 payable to the Provincial Treasurer. The fee will be refunded if the appeal is sustained.

6 / SCHOLARSHIPS AND PRIZES

As the value of an endowed scholarship or prize is dependent on the actual income of the fund, it is possible that the value of certain scholarships and prizes at the time of payment may be less than the amount stated in the calendar.

In those cases where the amount of the award is not payable from income earned on an endowed fund, payment will be dependent on the receipt of the amount of the annual award from the donor.

THE HUGH W. BRYAN MEMORIAL SCHOLARSHIP OF THE ONTARIO SECONDARY SCHOOL TEACHERS' FEDERATION

1 / The Ontario Secondary School Teachers' Federation has founded an annual scholarship of the value of the interest on $2,000 in memory of a former President of the Federation, Dr. Hugh W. Bryan. This scholarship will be awarded by the Bryan Memorial Scholarship Committee of the Federation, at the close of each session and after the receipt of a report from the Council of the College of Education, to the student in regular attendance throughout the session in the High School Assistants' Course who has shown "the most outstanding qualities of scholarship, teaching ability, and character."

THE PAKENHAM MEMORIAL PRIZE

2 / As a memorial to Dr. William Pakenham, Dean of the Ontario College of Education from 1907 to 1934, the teachers of Ontario have founded an annual Memorial Prize of the value of the interest on $1,000. The Prize will be in the form of books stamped with the Coat of Arms of the University of Toronto, and will be awarded to the student who obtains the highest standing, as reported in the annual returns of the College, in the subjects of Part I of the High School Assistants' course, Type B, and in Practice Teaching.

THE JOHN THOMAS CRAWFORD MEMORIAL SCHOLARSHIP

3 / Mrs. J. T. Crawford has established an annual scholarship of $150 in the University of Toronto in memory of her husband, the late Professor John Thomas Crawford.

The scholarship, known as the John Thomas Crawford Memorial Scholarship, will be awarded to the candidate in the honour course in Mathematics and Physics in the University of Toronto who stands highest in the final examinations of the fourth year among those who proceed to the Ontario College of Education. The Scholarship will be paid on the successful completion of the fall term of the College of Education.

If no graduate of the Mathematics and Physics course attends the College the highest qualified candidate from the Physics and Chemistry course or from the Engineering Physics course, taken in that order, will be awarded the scholarship when other conditions are satisfied.

THE DU PONT OF CANADA SCHOLARSHIPS FOR PROSPECTIVE SCIENCE OR MATHEMATICS TEACHERS

4 / The Du Pont Company of Canada Limited offers five grants of $1,500.00 each to be used to help attract competent Science or Mathematics graduates into the teaching profession. Both men and women are eligible. The award is increased by $600.00 for male married students.

To be eligible for a Du Pont of Canada Scholarship the student must have graduated or be about to graduate from an honours course in Science or Mathematics, or from a course in which Science or Mathematics has been a major subject. The student must agree to enroll at the Ontario College of Education for the following academic year for training as a secondary school Science or Mathematics teacher.

Alternatively, the faculty may award a $1,500.00 scholarship to a Science or Mathematics specialist already teaching in a secondary school and whose ability to teach Science or Mathematics would be improved by a year's postgraduate work. The faculty may also use one grant of $1,500.00 to award five summer scholarships of $300.00 each to secondary school teachers for additional training in Science or Mathematics.

These scholarships are tenable for the academic year 1964–65 and for the summer of 1964. Detailed information and application forms are available from the Registrar, Ontario College of Education. Completed applications must be received by the Registrar not later than April. 3.

THE POLYMER CORPORATION SCHOLARSHIP IN SCIENCE AND/OR MATHEMATICS

5 / The Polymer Corporation Limited of Sarnia, Ontario has established a scholarship of $750.00 to promote interest and to increase the supply of teachers qualified to teach Science and Mathematics in secondary schools.

The applicant must be a resident of the Province of Ontario who has graduated in the past five years with a degree in Arts or Science from a Canadian university. The applicant must have Canadian citizenship or have declared intent to obtain this. Candidates must be prepared to teach Mathematics and/or Science in an Ontario secondary school upon completion of the 1964–65 regular session of the Ontario College of Education. Application forms are available from the Registrar, Ontario College of Education, or from the Secretary, Scholarship Committee, Polymer Corporation Limited, Sarnia, Ontario. Completed applications must be received not later than April 3, by the Secretary, Scholarship Committee, Polymer Corporation Limited.

THE CONFEDERATION LIFE ASSOCIATION SCHOLARSHIP IN MATHEMATICS OR MATHEMATICS AND PHYSICS

6 / The Confederation Life Association has established a scholarship of $500 to attract honour graduates in Mathematics or in Mathematics and Physics into the teaching profession. The applicant must be a graduate of a Canadian university and must agree to attend the 1964–65 session of the Ontario College of Education to qualify for a Type A certificate in Mathematics or Mathematics and Physics.

Application forms are available from the Registrar, Ontario College of Education, or from the Head of the Department of Mathematics or Physics at the student's university.

The completed application forms must be received by the Registrar, Ontario College of Education before April 3.

THE CANADIAN MATHEMATICAL CONGRESS SCHOLARSHIPS

7 / The Canadian Mathematical Congress, the national organization of mathematicians, awards annually scholarships of $300 to honours graduates in mathematics from Ontario universities to aid them in attending the Ontario College of Education as candidates for Type A certificates in Mathematics. Two scholarships are allotted to the University of Toronto and one each to Assumption University, Carleton University, McMaster University, Queen's University, University of Ottawa and University of Western Ontario.

The Awards are made by the various universities. Application should be made to the head of the Department of Mathematics at the student's university. Awards of $150 may be made to students who wish to qualify for admission to the Type A course in Mathematics through summer courses. In such cases the award is made for the first summer only.

THE KATHARINE SHERK MEMORIAL FUND

8 / The Ontario Federation of Home and School Associations has set aside a fund in honour of a Past-President of the Federation, the late Katharine Sherk, to be used to encourage university students to enter the teaching profession.

The Federation has recommended that an award of $500 be offered to a deserving student in the final year of a three- or four-year course, who attends the Ontario College of Education during the 1964–65 regular session.

Application forms are available from the Registrar, Ontario College of Education. The completed forms must be received by the Registrar, before April 3.

THE LAURA L. OCKLEY SCHOLARSHIP IN HOME ECONOMICS

9 / Former students of Miss Laura L. Ockley, who was in charge of the training of Home Economics teachers in the University of Toronto from 1912 to 1943,

have founded in her honour an annual scholarship of the value of $100. This scholarship will be awarded at the close of the session to a student in regular attendance in the High School Assistants' course, Type A, in Home Economics, or in the Intermediate Home Economics course, who has shown the most outstanding qualities of "scholarship and teaching ability in Home Economics and leadership in human relations." Awards over a period of years will be made to students of the High School Assistants' courses, Type A, in Home Economics, and of the Intermediate Home Economics course in proportion to the registration in these courses during that period.

ZONTA BURSARY—THE NELLIE LYLE PATTINSON AWARD

10 / The Zonta Club of Toronto offers an annual bursary of $200 to a student registered in Home Economics in a teacher training institution. The award will be made not later than January 1 to an applicant who shows reasonable evidence of need, standing as a superior student and potential ability as a teacher.

ZONTA LOANS / Loans up to $250 are available to women students who show reasonable evidence of need. Application should be made to the Librarian, Ontario College of Education.

THE ANNE W. CAMERON MEMORIAL AWARD

11 / The Home Economics Section, Ontario Educational Association, has established scholarships in memory of the late Miss Anne W. Cameron, Inspector of Home Economics, Ontario Department of Education, as follows:

a / An award of $200 annually to a graduate from an Honour Course in Home Economics in an Ontario university who attends the Ontario College of Education to obtain a High School Assistant's Certificate, Type A, Home Economics.

b / An award of $100 annually to a student enrolled at either the Ontario College of Education or the Toronto Teachers' College in a course leading to the Intermediate Certificate in Home Economics.

These awards will be made on the basis of scholastic achievement prior to entrance to a teacher training institution.

THE TORONTO BOARD OF EDUCATION TEACHING BURSARIES

12 / The Toronto Board of Education offers scholarships to candidates who qualify professionally through the Ontario College of Education special summer courses and who commit themselves legally to teach secondary school in Toronto for a period of five years after qualification.

For further details applicants should write to the Superintendent of Secondary Schools, Board of Education, 155 College Street, Toronto.

7 / BURSARIES AND LOANS

1 / Dominion-Provincial Student-Aid Bursaries may be awarded to students in financial need who are resident in Ontario and who are in attendance at the University of Toronto. Further information may be obtained from the Registrar, Ontario College of Education.

2 / Provincial Student-Aid Loans of the Province of Ontario may be awarded to students in financial need who meet the conditions of the award. Application forms may be obtained from the Registrar, Ontario College of Education.

3 / Loans from the Ontario Secondary School Teachers' Federation are available to students of the winter course. Applications should be made to the Registrar, Ontario College of Education.

8 / HART HOUSE

1 / All men students are required to become members of Hart House.

2 / UNIVERSITY HEALTH SERVICE Information about this service may be obtained at registration.

COURSE FOR THE HIGH SCHOOL ASSISTANT'S CERTIFICATE, TYPE B[1]

9 / CONDITIONS OF ADMISSION

1 / Except as provided in 2 and 3 below, an applicant for admission to the course for an Interim High School Assistant's certificate, Type B, shall make application not later than August 31, to the Registrar of the Ontario College of Education on a official form to be obtained from the Registrar, and must submit with this application:

a / A certificate of birth. If not born in Canada, a certificate from a competent authority that he is a Canadian citizen or a British subject or a Declaration of Intention to become a Canadian citizen.[2] An applicant must be at least 20 years of age before October 1 of the year in which he applies for admission.

b / His transcript in duplicate and certificate of graduation as Bachelor or Master of Arts, Bachelor or Master of Science, Bachelor of Commerce, Bachelor of Science in Agriculture, Bachelor of Applied Science, Bachelor of Household Science, Bachelor of Music,[3] or Bachelor of Physical and Health Education, from a university, after a regular university course, approved by the Minister of Education as to admission requirements and as to content of the undergraduate courses. The University course should include a minimum of 21 credits in at least three subjects that provide background for secondary school teaching. A maximum of 6 credits will be allowed for courses in Geology, Political Science, Economics, Psychology, and Sociology. Although 15 credits in the subject are required to choose one of Economics, Geology, Political Science, Psychology and Sociology as an option, no more than 6 credits in all in such subjects will be allowed as part of the 21 credits required for admission.

Candidates who possess the academic requirements for Type A certificate in Geology, Geology and Geography, Political Science, Economics, Political Science and Economics, or in Psychology and Sociology will be considered to meet the requirements for admission.

A credit is defined as one lecture hour a week throughout the academic year in a regular university course beyond the Grade 13 level. Two laboratory hours throughout the year also constitute a credit. Not more than two credits are allowed for a laboratory course. Graduates of the University of Toronto should ask the Secretary of the Faculty of Arts to send the transcripts direct to the Ontario College of Education.

2 / No candidate will be admitted whose teaching certificate has been cancelled or suspended.

3 / Should a candidate for admission give evidence of his inability to speak English fluently enough to conduct a class in an Ontario secondary school, or should he for any other reason appear to be a poor prospect for the teaching

[1]In all cases certificates referred to are Interim, not Permanent.
[2]This is in accordance with a Departmental requirement. See the Department of Education Act, 1954, Section 11 (i)(c).
[3]This refers to the degree in the course in Music Education of the University of Toronto introduced in 1946 and revised in 1960.

profession, he may be asked to meet an Advisory Committee appointed by the Dean. On the recommendation of this Committee the candidate may be refused final admission.

4 / If an applicant, resident in Ontario, is rejected because of a decision of the Advisory Committee appointed by the Dean, the applicant's fee will be refunded and the actual cost of transportation from the Ontario College of Education to the applicant's home will be paid by the College.

5 / An applicant for admission to this course who is not a candidate for a certificate of the Ontario Department of Education must comply with such conditions of admission as the Council of the Ontario College of Education may determine.

6 / Candidates eligible for admission to the Regular Eight-Weeks Summer Session may, if they prefer, attend a Regular Session of the College or a Regular Session from January to May, in order to secure a High School Assistant's certificate, Type B. (See Section *81*.)

10 / TEXT-BOOKS

For Observation and Practice-teaching students should supply themselves with copies of all necessary school text-books.

11 / PROGRAMME OF STUDIES

1 / The course of training leading to the High School Assistant's certificate, Type B, consists of two parts as follows:

PART I: **a** / Professional courses, including History and Philosophy of Education, Educational Psychology, and School Management and Law.

b / Courses in the principles and procedures of teaching any *three* of the following:

English
History
Geography
Mathematics
Science
Latin
French
Français
German
Greek
Spanish
Italian
Russian

One of Political Science, Economics, Geology, or Psychology and Sociology.

One of the following Supplementary Courses: Intermediate Art, Part I; Intermediate Physical Education, Part I; Intermediate Vocal Music, Part I and/or Intermediate Instrumental Music, Part I; Intermediate Commercial Accountancy or Secretarial, Part I; Intermediate Industrial Arts, Part I; Intermediate School Librarianship, Part I; Elementary-School Teachers', Part I; Intermediate Home Economics; or Theatre Arts.

NOTES: **1** / Candidates for High School Assistants' certificates, Type A, as defined in Section **17** / in selecting their subjects from **b** / above must include the corresponding subject or subjects of the High School Assistants' Course, Type A.

2 / German, Spanish, Greek, Russian and Italian may be chosen only by candidates for the High School Assistants' certificates, Type A, except by permission of the Dean.

3 / Candidates should not choose French unless they have oral proficiency in the language, and have a thorough knowledge of phonetics, French grammar, and syntax.

4 / Candidates should not choose Français unless it is their native language. Français is a subject in schools where French is the language of instruction.

5 / Candidates should not choose Science without having taken university courses in Science.

6 / Candidates may not choose Political Science who have not taken fifteen credits in this subject in their undergraduate programme.

7 / Candidates may not choose Economics who have not taken fifteen credits in this subject in their undergraduate programme.

8 / Candidates may not choose Geology who have not taken fifteen credits in this subject in their undergraduate programme.

9 / Candidates may not choose Psychology and Sociology who have not taken fifteen credits in Psychology and/or Sociology in their undergraduate programme.

10 / Candidates who hold approved Honours degrees in Political Science and Economics may choose both of these subjects of the High School Assistants' course, Type B.

PART II: Observation and Practice Teaching.

2 / Students in attendance in the High School Assistants' course, Type B, may take also, if they possess the required qualifications, a High School Assistants' course, Type A, and a Supplementary course, unless one has already been chosen as a third option of the Type B course.

12 / EXAMINATIONS

1 / The final standing of students in attendance will be determined by the combined results of the sessional records and the records of the final examinations in the subjects of Part I, and by the results of the records of the Observation and Practice-teaching of Part II.

2 / At the final examinations in Part I, each paper in the academic subjects will contain questions in methodology, which will test also the candidate's academic knowledge and, if his sessional records and his answers to these questions show that his academic knowledge is defective, he will be rejected on this ground alone.

13 / CERTIFICATES[1]

1 / A student who obtains 50% of the marks in each of the required subjects of Part I and an average mark of 50% in each of the divisions of Part II, may, on the recommendation of the examiners, be awarded by the Minister of Education a High School Assistant's certificate, Type B.

2 / A student who passes in Part II and fails in not more than two of the required subjects of Part I, of which only one may be a course in the principles and procedures of teaching, will be exempted from further attendance.

[1]In all cases certificates referred to are Interim, not Permanent.

3 / All other students who have failed to obtain the necessary final standing will be required to attend another regular session, or the two special summer courses leading to the High School Assistant's certificate, Type B.

14 / SUPPLEMENTAL EXAMINATIONS

Candidates who failed at an examination under former regulations and who were exempted from subsequent attendance at the Ontario College of Education shall take, not later than a date determined in each case by the Minister of Education, the final examination papers as prescribed herein, but their standing shall be determined in the subjects as constituted under the regulations in force when they first wrote.

Candidates exempt from attendance may write their examinations at the Ontario College of Education, Toronto, or at one of the Provincial Teachers' Colleges outside of Toronto or, in the case of candidates who live in Provincial Districts, at approved local centres where inspectors of schools are available as presiding officers. Application for written examinations must be made by January 31. This regulation applies to both Type B and Type A candidates.

Type A candidates exempt from attendance will take their supplemental practical tests at the Ontario College of Education, Toronto, or in special cases, at local centres under the supervision of the visiting Provincial Inspector. The conditions that determine these cases may be learned from the Ontario College of Education on application at the beginning of the session. Since the practical tests are final examinations, the results will be released at the same time as the results of the final written examinations of the Ontario College of Education. Application for practical tests must be made by December 31. This regulation applies to both Type B and Type A candidates.

The final standing of students not in attendance will be determined by the final written examinations and by teaching in the department concerned. For this purpose the maximum of marks in each case will be 100.

Should a student fail a second time in either or both of his supplemental examinations, he may be admitted to the Regular Eight-Week Summer Course, in a subsequent year, choosing different options if he so wishes, or he may be asked to withdraw from teaching altogether. The decision rests with the Revising Board.

15 / ENDORSEMENT OF THE HIGH SCHOOL ASSISTANT'S CERTIFICATE, TYPE B

A candidate who has obtained second class standing, or better, in approved university courses to a total of 15 credits in one of the secondary school academic subjects, or 24 credits in two related subjects, and who completes a year of successful teaching subsequent to the date of his Type B certificate in such subject(s) is eligible for endorsement of his Type B certificate. A candidate must apply to the Office of Advanced Academic Recommendations for approval of his credits and subsequently to the Registrar, Ontario Department of Education, for endorsement.

COURSES FOR HIGH SCHOOL ASSISTANTS' CERTIFICATES, TYPE A

16 / CONDITIONS OF ADMISSION

1 / Applicants for admission to the courses for High School Assistants' certificates, Type A, shall also be applicants for admission to the course for the High School

Assistant's certificate, Type B. No candidate will be awarded a High School Assistant's certificate, Type A, *before* he has been awarded a High School Assistant's certificate, Type B.

2 / A candidate for a High School Assistant's certificate, Type A, who is also a candidate for admission to the course for a High School Assistant's certificate, Type B, shall comply with the conditions for admission prescribed for candidates for the High School Assistant's certificate, Type B, and shall submit evidence of the required standing in the final or graduation courses approved by the Minister of Education.[1]

17 / COURSES

Courses will be offered for Interim High School Assistants' certificates, Type A, in Agriculture, Classics, English, English and French, English and German, English and Latin, English and Spanish, English and History, Geography, Geology, Geology and Geography, History, Political Science, Economics, Political Science and Economics, French Language and Literature, French and German, French and Italian, French and Spanish, French and Russian, Latin and French, Latin and Greek, Latin and Italian, Mathematics, Mathematics and Physics, Science, Physics and Chemistry, Physics and Biology, Chemistry and Biology, Chemistry, Biology, Physics, and Home Economics.

18 /

Courses will also be offered leading to High School Assistants' certificates, Type A, in Physical Education, Art, Instrumental Music, and Vocal Music, and Commercial Specialist under the conditions defined in Section *26*.

Each Type A course shall consist of seminar periods throughout the Session and of special Observation and Practice-teaching in the subject(s) in which the candidate is an applicant for a High School Assistant's certificate, Type A.

19 / TEXT-BOOKS

Students in the courses for High School Assistants' certificates, Type A, shall supply themselves with such text-books as may be recommended by the instructors.

20 / EXAMINATIONS

Subject to the condition that no student may be awarded a High School Assistant's certificate, Type A, who does not already hold or is not also awarded a High School Assistant's certificate, Type B, the final standing of students in atendance in the High School Assistants' courses, Type A, will be determined by the records of the Practice-teaching in the department or subject concerned, and by the combined results of the sessional records and the records of the final examinations in the same department or subject. The records of the final examinations will be based upon two examination papers taken in each department at the close of the session. The maximum marks for Practice-teaching will be 100; in the final written examinations of the department or subject, including sessional records, 100.

[1]For information regarding the alternative plan for admission to Type A courses, communicate with the Registrar, Ontario College of Education.

21 / CERTIFICATES

1 / On the recommendation of the examiners the Minister of Education may grant the High School Assistants' certificates, Type A, referred to in Section *17* to students in attendance who have fulfilled the conditions of the course for the High School Assistant's certificate, Type B, and in their High School Assistants' course, Type A, have obtained **a** / 66% in the final examinations (including sessional records) and **b** / 66% of the marks assigned to the Practice-teaching.

2 / On the recommendation of the examiners the Minister of Education may grant the High School Assistants' certificates, Type A, of Section *18* / **1** to students who are awarded High School Assistants' certificates, who are duly qualified for admission to a High School Assistants' course, Type A, and who obtain 66% of the marks assigned to the written examinations and to the practical tests, respectively, in the High School Assistants' course, Type A, concerned.

3 / Students who are awarded High School Assistants' certificates, Type A, in Home Economics under 1 above and who hold or obtain Elementary-School teacher's (or First Class) or Second Class certificates are qualified to teach in the Home Economics departments of Public and Separate Schools.

SUPPLEMENTARY COURSES[1]

22 / COURSES

Students in attendance in the High School Assistants' course, Type B, may take also *one*[2] of the following Supplementary courses in addition to the Type B course or as part of the Type B course:

I. Course for Part I of the Intermediate Physical Education certificate.[5]

II. Course for Part I of the Intermediate Art certificate.[5]

III. Course for Part I of the Intermediate Vocal Music certificate.[5]

IV. Course for Part I of the Intermediate Instrumental Music certificate.[5,7]

V. Course for Part I of the Intermediate Accountancy or Secretarial Commercial certificate.[3,4,5]

VI. Course for Part I of the Intermediate Industrial Arts certificate.[5]

VII. Course for the Intermediate Home Economics certificate.[6]

[1]Students taking the High School Assistants' courses, Type A in Physical Education, Art, Vocal Music, Instrumental Music, or Home Economics are responsible for Part I of the Intermediate course, or in the case of Home Economics the Intermediate course as an optional subject in the Type B course.
[2]A candidate who selects Vocal Music as an optional subject of the High School Assistants' course, Type B, may, with the approval of the instructor, choose Instrumental Music as a supplementary course.
[3]A supplementary course for beginners in Bookkeeping, Typing and Penmanship *or* Shorthand, Typing and Penmanship is open to anyone not taking a Type A course who wishes to commence the study of these subjects with the intention of continuing in commercial education.
[4]Students must select either the work of the Intermediate Accountancy or the Intermediate Secretarial course in Commercial Subjects.
[5]These certificates may be completed in Summer sessions.
[6]Admission to this course is restricted to students who submit evidence of graduation with a standing not lower than 60% in the Home Economics of the final year from a University course with at least five courses in Home Economics.
[7]Admission to this course will be restricted to candidates for Part I of the Intermediate Vocal Music certificate.

VIII. Course for Part I of the Intermediate School Librarianship certificate[1]

IX. Course for the Theatre Arts certificate.

X. Course for Part I of the Elementary-School Teachers' certificate.[2]

23 / SUBJECTS

1 / The subjects of supplementary courses I–X shall be those set forth in Sections 46–56 and 31, respectively. Observation and Practice-teaching are obligatory in each of these supplementary courses.

2 / Students in supplementary courses I–X shall supply themselves with such text-books and equipment as may be recommended.

24 / EXAMINATIONS OF SUPPLEMENTARY COURSES I–IX[3]

1 / PHYSICAL EDUCATION:

Practical Tests:

FOR WOMEN: Fundamental Movements, Dance, General Activities, Games.

FOR MEN: Basic Drill, Gymnastics, Apparatus, Games, Swimming.

Written Examination:

Theory, Methods and Materials.

2 / ART:

Practical Tests:

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering.

Written Examinations:

Theory and History of Art; Methods of Teaching Art.

3 / VOCAL MUSIC:

Practical Tests:

Sight Singing and Ear Training, Voice Training and Song Material, Conducting.

Written Examinations:

Rudiments of Music and Music Appreciation; Methods.

4 / INSTRUMENTAL MUSIC

Practical Tests:

Sight Singing and Ear Training; Technical Training; Conducting.

Written Examination:

Methods.

5 / COMMERCIAL SUBJECTS:

a / Intermediate Accountancy:

Practical Tests:

Typewriting; Penmanship.

Written Examinations:

Bookkeeping; Typing Methods; Bookkeeping Methods.

[1]Part II may not be taken in the Summer immediately following a Regular Winter Session.
[2]The Supplementary Course leading to the Elementary-School Teacher's certificate may not be completed in the Regular session but requires one subsequent summer session before the candidate will be recommended for the certificate.
[3]See Section 32 for Course X.

b / Intermediate Secretarial:
Practical Tests:
Typewriting; Penmanship.
Written Examinations:
Shorthand Theory; Shorthand Methods; Typing Methods.

6 / INDUSTRIAL ARTS:
Practical Tests:
Draughting; Woodworking; Sheet Metal Work; Machine Shop Practice.
Written Examination:
Methods of instruction and class organization of the General Shop.

7 / HOME ECONOMICS—INTERMEDIATE COURSE:
Term Work:
Applied methods and problems in Secondary School courses.
Written Examinations:
Theory and Methods, Parts I and II.

8 / SCHOOL LIBRARIANSHIP
Practical Tests:
Classification and Cataloguing; Reference Work and Book Selection; School Library Administration.
Written Examination:
School Librarianship.

9 / THEATRE ARTS
Practical Tests:
Production of one-act plays and scenes from longer plays; Voice Production; Stagecraft; Group Discussion Techniques.
Written Examination:
Methods of teaching Theatre Arts in a secondary school. (Voice production, acting, stagecraft, history of the theatre)

25 / CERTIFICATES FOR SUPPLEMENTARY COURSES I–IX[1]

1 / On the recommendation of the examiners the Minister of Education may grant Part I of an Intermediate certificate in Art, Commercial Subjects, Physical Education, Vocal Music, Instrumental Music, or Industrial Arts[2] or Part I of an Intermediate certificate in School Librarianship, or a certificate in Theatre Arts, as the case may be, to a student in the course for a High School Assistant's certificate, Type B, provided that the said student is awarded a High School Assistant's certificate, Type B, and obtain a minimum of 50% of the marks assigned to practice-teaching and a minimum of 50% of the marks assigned to each subject of the written examinations and practical tests. On the recommendation of the examiners the Minister of Education may grant an Intermedate certificate in Home Economics, provided that the student is awarded a High School Assistant's certificate, Type B, and obtains a minimum of 60% of the marks assigned to practice-teaching and a minimum of 60% of the marks assigned to each subject of the written examinations and practical tests. A student in Home Economics who obtains a minimum of 50% of the marks assigned to practice-teaching and a minimum of 50% of the marks assigned to each subject of the written examinations and term work will meet the requirements of the High School Assistants' course,

[1]See Section 33 for Course X.
[2]Part I of Four Parts.

Type B, as far as Home Economics as an optional subject is concerned, but will not be awarded an Intermediate certificate in Home Economics, as the case may be, unless she obtains a minimum of 60% in each subject of the written examinations and practical tests.

No student will be recommended for a certificate or for standing in Art or Physical Education or Vocal Music or Instrumental Music or Industrial Arts or Home Economics or Commercial Subjects or School Librarianship or Theatre Arts whose attendance or progress in any part of the course has been reported as unsatisfactory.

2 / The Dean will investigate the claims of the candidates for Part I of the Intermediate certificate in Physical Education who report themselves as unable for physical reasons to take the course in swimming, provided that such claims are presented to the instructor on a form and after a manner defined by the Minister of Education. Candidates who are exempted by medical certificate from the course in swimming and candidates who have failed to obtain pass standing in the course in swimming may be awarded Part I of the Intermediate Physical Education certificate endorsed "not including swimming".

3 / On the recommendation of the examiners, the Minister of Education may permit candidates in the supplementary courses I–IX who have been awarded High School Assistants' certificates, Type B, and have obtained a minimum of 50%, or in the case of Home Economics, 60%, of the marks assigned to practice-teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

a / In Physical Education or Industrial Arts or Home Economics, candidates who fail in the written examinations, but pass in all the subjects of the practical tests may complete their standing by passing in the written examination at a subsequent examination without further attendance; candidates who pass in the written examination but fail in one or more of the subjects of the practical tests may complete their standing by passing in the subjects concerned at a subsequent Summer Session under conditions to be determined by the Principal of the Summer School or by arrangement with the Ontario College of Education. All other candidates who fail shall repeat the course for standing or certificate.

b / In Art or Vocal Music or Instrumental Music or School Librarianship, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests such candidates must try the tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School or by arrangement with the Ontario College of Education. All other candidates who fail shall repeat the course for standing.

c / In the Commercial course, candidates will be allowed credit towards Part I of the Intermediate certificate in the subject or subjects in which they are successful but to meet the requirements of the High School Assistants' Course, Type B, as far as methods in commercial subjects as an optional subject is concerned, they must pass on the average of the two methods subjects taken.

d / Failure to secure standing in the practical tests in Theatre Arts means that a certificate cannot be awarded. Since this course is not offered in the Summer, supplementary examinations are not available. If candidates fail to obtain standing in the written tests, they may rewrite at a subsequent annual examination.

COURSES FOR THE HIGH SCHOOL ASSISTANTS' CERTIFICATES, TYPE A, IN PHYSICAL EDUCATION, ART, VOCAL MUSIC, INSTRUMENTAL MUSIC, AND SPECIALIST CERTIFICATES IN COMMERCIAL SUBJECTS

26 / CONDITIONS OF ADMISSION

1 / Admission to the High School Assistants' course, Type A, in Physical Education as well as Part I of the Intermediate course in Physical Education will be granted to students **a** / who hold the degree of Bachelor of Physical and Health Education of the University of Toronto with a final standing not lower than 60%, or **b** / who are otherwise qualified to enter the High School Assistants' course, Type B, and who hold the degree of Bachelor of Physical and Health Education of Queen's University with a final standing not lower than 60%, or **c** / who hold the degree of Bachelor of Arts of the University of Western Ontario obtained in the honour course[1] in Physical Health and Recreation Education, with a final standing not lower than 60% or **d** / who are otherwise qualified to enter the High School Assistants' course Type B, and hold the degree of Bachelor of Physical Education of McMaster University with a final standing not lower than 60%.

2 / Admission to the High School Assistants' course, Type A, in Art as well as Part I of the Intermediate course in Art will be granted to students who hold the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Fine Art or in Art and Archaeology with a final standing not lower than 66%.

3 / Admission to the High School Assistant's course, Type A, in Vocal Music[2] will be granted to students **a** / who hold either the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Music or the Bachelor of Music degree of the University of Toronto obtained in the course in Music Education,[3] with a standing of at least 60%, or **b** / who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the degree of Bachelor of Music of the University of Toronto obtained in the course in General Music, or

c / who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the teacher's or performer's diploma of the Royal Conservatory of Music of Toronto, or the Special Music certificate of Queen's University, or the Associate (teacher's) diploma of the Western Ontario Conservatory of Music, or the Diploma of Music Graduate in Pedagogy of the University of Western Ontario.

Admission to the High School Assistants' course, Type A, in Instrumental Music will be granted to students who hold the Bachelor of Music Degree of the University of Toronto obtained in the course in School Music.[3]

4 / **a** / Admission to the course leading to the Accountancy Specialist certificate in Commercial Subjects will be granted to students who hold the degree of Bachelor of Commerce from an Ontario University, or an equivalent degree from another

[1]Graduates of this course with the Recreation option are not eligible for the Type A course in Physical and Health Education.
[2]Students of the Type A course in Vocal Music may, with the approval of the instructor, take Part I of the Intermediate course in Instrumental Music.
[3]This refers to the degree in the course in Music Education of the University of Toronto, introduced in 1946 and revised in 1960.

province or the United States, with a standing of at least 60% and who are otherwise qualified to enter the High School Assistants' course, Type B. The student will later be required to try a supplemental in any of the required subjects in which he has obtained less than 66%. The required subjects are the university equivalents of: Bookkeeping, Accounting I, Accounting II, Business Law, European Economic History, Economic Principles and Mathematics of Investment. Before a certificate will be issued, proof must be furnished of four months' business experience.

b / Admission to the course leading to the Secretarial Specialist certificate in Commercial Subjects will be granted to students who hold the degree of Bachelor of Arts in Secretarial Science from an Ontario university or an equivalent degree from another province or the United States, with a standing of at least 60% and who are otherwise qualified to enter the High School Assistants' course, Type B. The student will later be required to try a supplemental in any of the required subjects in which he has obtained less than 66%. The required subjects are the university equivalents of: Typewriting, Shorthand Theory, Shorthand Practice, Office Practice, Business Correspondence, Economics, and Secretarial I and II and Bookkeeping. Before a certificate will be issued, proof must be furnished of four-months' business experience.

27 / TEXT-BOOKS

Students admitted to the High School Assistants' course, Type A, in Physical Education, Art, Vocal Music or Instrumental Music under Section *26* shall supply themselves with such text-books and equipment as may be recommended by the instructors.

28 / CERTIFICATES

1 / On the recommendation of the examiners, the Minister of Education may grant High School Assistants' certificates, Type A, in Physical Education, Art, Vocal Music or Instrumental Music to those admitted under Section *26* who fulfil the conditions stated in Sections *20* and *21* / **1**.

2 / Students who are awarded Interim High School Assistants' certificates, Type A, in Physical Education, Art, Vocal Music or Instrumental Music under Section *26* and who hold, or obtain, Elementary-School Teacher's (or First Class) certificates may also be awarded Supervisors' certificates valid in Public and Separate Schools.

COURSE FOR THE ELEMENTARY-SCHOOL TEACHER'S CERTIFICATE[1,2]

29 /

The course is conducted in accordance with the conditions prescribed in the Regulations, and Courses of Study of the Ontario Teachers' Colleges. It may not be completed in the regular College session but requires a subsequent Summer Session before the candidates will be recommended for the certificate.

30 / CONDITIONS OF ADMISSION

Applicants for admission to the course for the Interim Elementary-School Teacher's certificate or to supplemental examinations for said certificate shall comply with the

[1]Course x as listed in Section 22.
[2]In all cases the certificate is referred to is Interim, not Permanent.

conditions of admission and attendance prescribed for candidates for the Interim High School Assistant's certificate, Type B. No candidate will be awarded an Interim Elementary-School Teacher's certificate before he has been awarded an Interim High School Assistant's certificate, Type B.

31 / PROGRAMME OF STUDIES

The course of training, which is supplementary to the course of training for the High School Assistant's certificate, Type B, includes the following subjects some of which will be offered in the regular College session, the remainder in a Summer Session:

Part I: Educational Psychology; School Management; English; Mathematics; Social Studies; Science; Art; Music; Physical Education; Health; Industrial Arts.

Part II: Observation and Practice-teaching—at least ten full days—to be conducted under conditions defined in Ontario Teachers' College courses for the Elementary-School Teachers' certificate.

32 / EXAMINATIONS

1 / Subject to the condition that no student may be awarded an Elementary-School Teacher's certificate who is not also awarded a High-School Assistant's certificate, Type B, the final standing of the students in attendance in the course for an Elementary-School Teacher's certificate will be determined by the records of the Observation and Practice-teaching and by the combined results of the sessional records and the records of the final examinations in such course.

2 / The examinations in the subjects of the course for an Elementary-School Teacher's certificate will be conducted in the terms and under the conditions set out in the Teachers' College Courses for the Elementary-School Teacher's certificate.

33 / CERTIFICATES

1 / a / Subject to the conditions of section 32 / **1**, a candidate who obtains 50% of the marks in each subject of the course and an average mark of 50% in Practice-teaching may, on the recommendation of the examiners, be awarded by the Minister of Education an Elementary-School Teacher's certificate.

b / Subject to the same conditions, a candidate who passes in Observation and Practice-teaching and fails in not more than two subjects will be exempted from further attendance and may complete his course for an Elementary-School Teacher's certificate by rewriting at one annual examination the examinations in the subject or subjects in which he failed.

2 / All candidates other than those referred to in **1 / b** above who have failed to obtain the necessary final standing will be required to attend such other sessions as the Minister may prescribe.

3 / The Regulations of the Department of Education respecting Permanent Elementary-School Teachers' certificates are contained in the Department's Circular 614(*a*).

DETAILS OF SUBJECTS FOR TYPE B, TYPE A, AND SUPPLEMENTARY COURSES

34 /

The details of the subjects of the courses for High School Assistants' certificates, Types A and B, for Part I of the Intermediate courses in Physical Education, Art, Instrumental Music, Vocal Music, Industrial Arts, and School Librarianship for the Intermediate certificate in Home Economics, and for the Theatre Arts certificate, are set out below.

For the course for the Elementary-School Teachers' certificate these details and subjects shall be supplemented by the details and subjects set out in the Teachers' College courses for the Elementary-School Teachers' certificate.

35 / INTRODUCTION TO HISTORY AND PHILOSOPHY OF EDUCATION

The nature, foundations and status of Educational Theory: historical review and consideration of purposes and aims of education.

The significance for modern educational thought and practice of broadly distinctive schools of philosophy; survey of the values and practices emphasized by outstanding educationists, particularly, but not exclusively, of the last two centuries.

Current educational thought: contemporary aims, problems and practices in education, with particular reference to secondary education.

School and society: relationship of school to other educational agencies in the community and to the home.

36 / EDUCATIONAL PSYCHOLOGY

1 / a / *The psychology of adolescence.*—The place of the adolescent in our culture; his physical, social, emotional, and intellectual growth; formal and informal means of assessing individual development in these areas; adapting schooling to individual differences.

b / *The psychology of learning.*—Introduction to the learning process; motivation; various patterns of teacher-leadership; classroom discipline; the learning of concepts and principles; identification and the acquisition of attitudes; practice and the learning of skills; transfer of training; evaluation of educational achievement.

c / *The psychology of adjustment.*—The mental health of teacher and pupils.

2 / *Guidance.* Basic principles and current practices in guidance.

37 / SCHOOL MANAGEMENT AND LAW

Basic problems in the organization and management of a provincial school system and of secondary education.

Ontario law and practice, with particular reference to curriculum, school districts, types of schools, attendance, finance.

Detailed study of the powers and duties of provincial and local authorities, teachers, and others responsible for the conduct of secondary schools.

38 / ENGLISH

1 / *Literature.*—The values inherent in the study of good literature on a High School level; the methods of presenting such literary forms as the poem, the drama, the essay, the short story, and the novel; the choosing of suitable text-books for pupils of different abilities and grades; planning the courses of study for Grades 9 to 12; the setting and marking of examination papers; oral and supplementary reading.

2 / *Composition.*—The basic aim in teaching composition; the place and treatment of grammar, rhetoric, logic, and word study in the teaching of composition; principles to be followed in arranging the courses for Grades 9–12; studying models; assigning, planning, valuing, and correcting compositions; improving the pupils' oral English; conducting class discussions.

SEMINAR IN ENGLISH

For Type A candidates in English and, in part, English and French, English and Latin, English and German, English and Spanish, and English and History.

Methods of presenting the work prescribed for study in Grade 13 during the current year; teaching and discussion of selected topics; the English specialist.

39 / HISTORY

The status of History as a high school subject; its value and the aims of the teacher; the selection and organization of content for teaching; various methods of teaching and classroom techniques; the teaching of government; selections of academic work from Grades 9–11 for planning and illustrative lessons; adjustment of method for the Four Year course and for terminal students; enrichment; standards and examinations; books and equipment.

SEMINAR IN HISTORY

The philosophy of History and approaches to History teaching; interpretations of History; History as a social science and as a humanistic study; its relationship to Geography, Economics, etc.; the planning and teaching of Grades 12–13 History and of Grade 12 Economics; selections of academic work from these courses for illustrative use; planning History courses for non-academic students; drafting and setting examinations; bias, and other problems of the History classroom; the role of the History specialist and of the department head; the improvement of scholarship.

40 / POLITICAL SCIENCE

Aims and values of Political Science in secondary school; the prescribed course; teaching organization and methodology; individual assignments; relationship to History and to current events; books, periodicals and other resource materials; examinations and evaluation.

SEMINAR IN POLITICAL SCIENCE

Aims of teaching political science at the high school level; the scope of the subject; methods of teaching comparative government and politics; the choice of materials, their organization and lesson planning for the Grade 12 course in World Politics; the Grade 10 course in Canadian government; content and

method for four year programmes; enrichment techniques for gifted students; source materials in books, paperbacks, periodicals, pamphlets, etc; techniques of discussion and the conduct of meetings; relationship of Political Science to History and other high school subjects; testing and examinations; the qualities of a specialist, the history of Political Science as a study.

41 / ECONOMICS

The purpose of teaching Economics and its position in secondary school programmes; the organization of courses; teaching methods and special devices; examinations and testing.

SEMINAR IN ECONOMICS

The place of economics in the high school curriculum; the value of the subject; goals of the teacher; various suitable teaching methods; the use of graphs, charts, and individual reports; analysis and planning of the Grade 12 course; resource materials in books, newspapers, business and government reports, etc; audio visual aids; the history of Economics; schools of economic thinking; examinations.

42 / GEOGRAPHY

The meaning of Geography; the value and objectives of Geography in the secondary school curriculum; the courses of study in the Intermediate and Senior Divisions in Ontario; demonstration and discussion of teaching procedures; the use and value of books, audio-visual aids, and other equipment; planning courses of study; standards and examinations.

SEMINAR IN GEOGRAPHY

A seminar course for Type A candidates in Geography. These candidates are advised to select History as an option in the High School Assistant's Course, Type B.

The seminars will develop more fully the teaching techniques and methods for the Geography curriculum in Ontario secondary schools. By original research and subsequent reports, the candidate shall present an analysis of a selected topic within the Senior Division; develop experimental techniques for the treatment of appropriate earth science topics; develop a field exercise; evaluate the use of journals, references, texts, maps, equipment and teaching aids; investigate the operation of a minor department in a secondary school; study educational measurement and evaluation in geography; discuss the organization and timing of a geography curriculum and course of study.

42 / A / GEOLOGY

SEMINAR IN GEOLOGY

A seminar course for Type A candidates in Geology. These candidates are advised to select Geography and Science as options in the High School Assistants' Course, Type B.

Teaching and discussion of the Geology curriculum. Development and analysis of some of the difficult topics by means of original research and subsequent reports; experimental treatment of the work; field exercises; use of texts, manuals, maps and teaching aids; measurement and evaluation; organization and timing of a course of study in Geology and Mineralogy; discussion of appropriate teaching methods and procedures.

SEMINAR IN GEOGRAPHY AND GEOLOGY

For Type A candidates in Geography and Geology. The content and methodology of the prescribed courses in Grades 11, 12 and 13. Details of the seminar are included in the prescriptions for GEOGRAPHY and GEOLOGY above.

43 / MATHEMATICS

A consideration of:

i / the place of Mathematics in secondary education

ii / curriculum planning in secondary Mathematics

iii / modern trends in Mathematics and implications for the elementary and secondary schools.

iv / methods of presenting topics of the secondary school program, Grades 7 through Grade 12.

v / the history and development of Mathematics

vi / the foundations of Algebra and Geometry

vii / Mathematics classroom procedures; testing and evaluation.

viii / the Mathematics programs of the non-academic classes.

ix / special methods in teaching terminal classes and classes of gifted pupils.

SEMINAR IN MATHEMATICS

For Type A candidates in Mathematics and, in part, Mathematics and Physics.

In general, a retracing of elementary and secondary Mathematics from an advanced point of view.

In particular, a consideration of:

i / methods of presenting topics of the secondary school Mathematics programme at the Grade 13 level.

ii / developments in Mathematics and the implications for senior secondary school Mathematics programmes.

iii / the major experimental and trial programmes in secondary school Mathematics and their implications for future Mathematics curriculums

iv / organization and administration of the secondary school Mathematics department.

44 / SCIENCE

a / A consideration of the courses of study, Grade 9 to Grade 12,

b / an examination of methods applicable to the teaching of selected topics in these four grades,

c / emphasis on conducting laboratory classes, demonstration experiments, classroom discussion in relation to experimental work, the purchase, storing, maintenance and use of equipment,

d / the use of living and preserved materials in Biology; films, slides, models, charts, projectors,

e / development of some of the laws of Physics and Chemistry.

SEMINARS IN SCIENCE

For Type A candidates in Science *or* Chemistry and Biology *or* Chemistry and Physics *or* Physics and Biology, *or* Biology *or* Chemistry *or* Physics and, in part, Mathematics and Physics.

Methods of presenting selected Grade 13 topics in Biology, Chemistry, and Physics; the organization of the Science programme; the role of the specialist teacher. The seminars in each of Biology, Chemistry, and Physics are conducted separately.

45 / SEMINAR IN AGRICULTURE / *For Type A Candidates in Agriculture*[1]

The History of agricultural education in the United States and Canada and particularly in Ontario: developments prior to 1904; developments since 1904; the influence of Departmental regulations, the Ontario Agricultural College, Summer Courses and various organizations in the development of agricultural education; the present regulations of the Department of Education and their relation to the teaching of Agriculture in the elementary and secondary schools and Teachers' Colleges; qualifications of teachers; relations of school boards and teachers; provisions for inspection and reports; elective courses, and vocational agricultural courses in secondary schools.

Equipment and methods; special equipment needed for agricultural topics; arrangement of laboratory and classroom; storage and care of apparatus; preparation of illustrative material and charts; the projection lantern; the moving picture machine; agricultural periodicals, reference books and other sources of information; the school garden, planning and care; beautification of school grounds; home projects and collections; planning of courses; types of lessons; use of illustrative material; correlation of the science subjects in courses in Agriculture.

46 / LATIN AND GREEK

An examination of methods in various aspects of the teaching of Latin and Greek, including: oral reading of prose (Caesar, Livy, Nepos) and poetry (Virgil, Ovid); morphology; grammar and syntax; derivation; audio-visual aids and interest devices; historical background of prescribed authors.

SEMINARS IN CLASSICS

For Type A Candidates in Classics, Latin and Greek, and, in part, Latin and French, and English and Latin.

An examination of methods applicable to the prescribed courses in Grade 13 Latin and Greek authors for the current year, involving a study of adequate translation and of literary appreciation of the prescribed passages; the philosophy of Horace; the Hexameter, Elegaic, Sapphic and Alcaic metres; Latin continuous prose composition.

47 / FRENCH, GERMAN, SPANISH, ITALIAN, OR RUSSIAN

Pronunciation: Study of sounds and their spelling; phonetic symbols; devices for teaching; intonation exercises; dictation; singing.

Course of Studies in Grades 9 and 10: introductory lessons, including conversational work for beginners; reading for comprehension; vocabulary building, conversation based on reading; paraphrasing; dictation; functional grammar; stressing the verb and pronoun.

[1]Candidates for the High School Assistant's certificate, Type A, in Agriculture shall take also the Science of the course for the High School Assistant's certificate, Type B.

Course of Studies in Grades 11 and 12: methods of conducting reading; increased emphasis placed on writing; grammar; translation from English into the foreign language; supplementary reading; testing.

Illustration of methods in typical lessons.

The course will stress oral practice in the foreign language.

SEMINAR IN MODERN LANGUAGES

For Type A Candidates in French Language and Literature *or* French and German *or* Spanish *or* Italian *or* Russian, and in part, Latin and French *or* Italian, English and French *or* German *or* Spanish.

In the seminar in Modern Languages, stress will be laid upon methods of presenting the work to be studied in Grade 13 during the current year.

Topics treated will include: teaching of advanced grammar and prose composition; correction of written work; conducting of reading lessons; sight reading; supplementary reading; free composition; conversation; making of examinations; use of dictionaries and books of reference.

48 / PSYCHOLOGY AND SOCIOLOGY

Topics covered will include: the value and objective of the course "Man In Society"; methods of presenting various areas of the course; the use of discussion groups, experiments, field trips, of text-books, reference books, and bibliographies, and of audio-visual aids and other equipment.

SEMINAR IN PSYCHOLOGY AND SOCIOLOGY

For Type A candidates in Psychology and Sociology.

Discussion of selected topics from the new course of study in "Man In Society"; the role of the Specialist in a secondary school.

49 / PHYSICAL EDUCATION

This course is outlined in the Courses of Study for Grades 9–13 issued by the Ontario Department of Education.

PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

Theory, Methods and Materials in Health and Physical Education for Grades 9 and 10.

Practice (for men):

a / Basic Drill; **b** / Gymnastics: **c** / Apparatus; **d** / Games; **e** / Swimming.

Practice (for women):

a / Fundamental Movements; **b** / Dance; **c** / General Activities; **d** / Games.

SEMINAR IN PHYSICAL EDUCATION / *For High School Assistants', Type A Candidates*

1 / *Physical Education*

a / Material:

Survey of Material for Grades 9–13.

WOMEN—Fundamental movements, general activities, dance, games, swimming.

MEN—Basic drill, gymnastics, apparatus, games, swimming.

b / Theory:

i / Aims, objectives, principles; **ii** / Teaching techniques; **iii** / Lesson planning;

iv / Programme planning; **v** / Evaluation—testing and marking; **vi** / Administration of the physical education department.

2 / *Health Education*

a / Material:

Survery of material for Grades 9–12.
Health practices related to anatomy and physiology;
Body mechanics, first aid, safety
Healthful living, child study (women)

b / Theory:

i / Aims, objectives; **ii** / Teaching techniques; **iii** / Lesson planning; **iv** / Use of visual aids, text-books, references, notebooks; **v** / Programme planning; **vi** / Evaluation.

50 / ART

PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

Creative pictorial expression, drawing and sketching from objects, plastic design, model-making, design and lettering, theory and history of art, methods of teaching art.

SEMINAR IN ART / *For High School Assistants', Type A Candidates*

The seminar in Art will discuss classroom methods and problems relating to the advanced grades. Special emphasis will be given to **a** / the securing, organizing and use of illustrative source material, such as slides, prints and exhibitions which can be used to interpret and intensify the study of art history and art criticism; **b** / a more advanced study of the theory, history and practice of art.

51 / VOCAL MUSIC

PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

Sight Singing and Ear Training:

The tonic solfa system; sight reading of songs based on the theory for Grades 9 and 10; singing of major and minor scales (all forms); writing of simple exercises from dictation; detection of errors in the performance of unison songs.

Vocal Training and Song Material:

The adolescent voice; choral singing; practice in tone production, intonation, diction, and breath control; blending of voices in part singing; interpretation; analysis of song material for Grades 9 and 10.

Conducting:

The conducting patterns of common metres; special problems; attack and release, incomplete bars, expression, use of the left hand.

Rudiments of Music:

Notation (notes, rests, clefs); intervals and their inversion; metre and rhythm; scales (diatonic and chromatic); transposition; musical terms, abbreviations and ornaments.

Music Appreciation:

Teaching of the topics prescribed for Grades 9 and 10 in the Department of Education Course of Study.

Methods:
General principles of music education; analysis of the course for Grades 9 and 10; voice testing; teaching of rote songs, reading songs, part songs and theory; use of the piano; integration of music with other subjects; the relation of the school orchestra to the vocal programme; elementary scoring and transposition for instruments.

SEMINAR IN VOCAL MUSIC / *For High School Assistants', Type A Candidates*
Sight Singing and Ear Training:
Sight reading of songs based on the theory prescribed for Grade 13; extraneous modulation; singing of major scales from any note in the scale to its octave; singing of intervals contained in the major and minor scales (all forms); writing of exercises in two parts from dictation; recognition of diatonic and simple altered triads and seventh chords; detection of errors in the performance of more advanced part songs.
Voice Training and Song Material:
Advanced study of topics listed in Part I of the Intermediate Course through choral works; unaccompanied singing; modern theories of voice training; the teaching of special classes in voice training; selection of song, choral and operatic material for Grade 13 classes; public performances and festivals.
Conducting:
Practice in conducting school choirs, assemblies and operettas; advanced problems; changes of time signature, contrapuntal works, special effects, etc.
Operetta:
The detailed study and preparation of an operetta for public performance.
Music Appreciation:
Teaching of the topics prescribed for Grade 13; the analysis of selected compositions with special attention to the prescribed works for Grade 13; use of miniature scores; supplemental reading; evaluation of recordings for school use; use of radio in music appreciation.
Methods:
Modern theories of music education with application to all the topics listed in the prescribed course for Grade 13.

52 / INSTRUMENTAL MUSIC

PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE
Sight Singing and Ear Training:
As in Section *48*.
Technical Training:
Fundamentals of tone production and basic fingering in all families of instruments; playing scales, diatonic and chromatic; simple melodies; reading orchestral scores of elementary range; construction and care of all types of instruments.
Conducting:
The conducting patterns of common metres; special problems of conducting in instrumental groups.
Methods:
General principles of organization and instruction of instrumental classes; special methods of class teaching for strings, band classes, or combined groups.
NOTE: This is a practical course, with the emphasis laid on two essential points,
i / individual mastery of instruments,
ii / methods of class teaching.

SEMINAR IN INSTRUMENTAL MUSIC / *For High School Assistants', Type A Candidates*

Sight Singing and Ear Training:
As in Section 48.

The Orchestra and Band:
Orchestral playing, organization and conducting; selection of music for Grades 9 to 13 class study, for orchestras and bands of Secondary School calibre, and for public performance and festivals.

Conducting:
Practice in conducting school choirs, assemblies and operettas; advanced problems.

Arranging:
Transcription and arranging of selections from piano score for full orchestra or band; transposition for all instruments.

Methods:
Advanced study of topics listed in the Intermediate, Part I course.

Class instruction of instrumental classes, beginners and advanced classes, with all types of instruments.

53 / HOME ECONOMICS, COURSE FOR THE INTERMEDIATE CERTIFICATE

The Home Economics curriculum: materials, procedures, content.

Fundamental principles, practices, and standards in home and family living.

Problems of organization; methods of teaching; aids to learning; home and classroom equipment; Departmental regulations; guidance in classroom teaching.

SEMINAR IN HOME ECONOMICS / *For Type A Candidates*

The development of Home Economics in Ontario schools. Present trends, values and aims.

Responsibilities of the home economics teacher for curricular and extracurricular programmes.

Curricula: materials, procedures, content.

Teaching methods and techniques currently applied in this field.

Evaluation: objectives and materials.

The home economics classroom: selection, placement and care of furnishings and equipment.

Records, budgets, regulations.

54 / COMMERCIAL, PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

1 / *Shorthand Theory:*
The principles of the Isaac Pitman system; writing continuous matter in approved shorthand forms; transcribing sight passages in continuous shorthand.

2 / *Shorthand Practice:*
Writing from dictation for ten minutes, in approved Pitman Shorthand, easy material at the rate of sixty words per minute; transcribing of these notes on a typewriter.

3 / *Typewriting:*
a / Typing for ten minutes at a net rate of thirty words per minute with 1% error or less.

b / Application of typewriting to simple problems in setting up business letters, headings, programmes, invitations, announcements, display work, tabular work.

4 / *Bookkeeping:*
The study of the various aspects of the fundamental equation, including journalizing, posting and the setting up of the financial statements in trading and non-trading organizations.

5 / *Penmanship:*
The development of a graceful, legible business writing.

6 / *Bookkeeping Methods:* Instructional material; testing programme; presenting special topics; text-books; outlining courses; grading papers.

7 / *Shorthand Methods:* First year in Shorthand: organization of classes and materials; content of course; division of time for various sections of the work; methods of approach; testing; the place of theory in junior classes; how and when to introduce transcription.

8 / *Typing Methods:* First two years in Typewriting: typing room; equipment and supplies; class organization; teacher's preparation; application of general skill-building principles to the teaching of typewriting; analysis and prevention of errors; speed development; tests and how to mark them.

55 / COMMERCIAL, COURSES FOR THE INTERIM ACCOUNTANCY AND SECRETARIAL SPECIALIST CERTIFICATES[1]

The subjects will include:
Intermediate Accountancy Part I subjects (Typing Methods[2], Bookkeeping Methods, Penmanship)

2 / COURSE FOR THE INTERIM SECRETARIAL SPECIALIST CERTIFICATE[1]

The subjects will include:
Intermediate Secretarial Part I subjects (Typing Methods, Shorthand Methods, Penmanship)

56 / COMMERCIAL, DETAILS OF SUBJECTS FOR ACCOUNTANCY AND SECRETARIAL SPECIALIST CERTIFICATES

BUSINESS ARITHMETIC / *(For those with only 2 Intermediate Part II credits)*
The course in business arithmetic is a study of the calculations found in everyday business. It includes review and drills in the four fundamental operations; vulgar and decimal fractions; percentages; profit and loss; insurance; taxes; commissions; interest and banking; investments.

ACCOUNTING METHODS
Courses of study for Grades 12 and 13; presentation of selected topics; testing and marking; homework; use of practice sets; visual aids.

[1]See Section 26/4 for Admission requirements to these courses.
[2]Those who cannot qualify in a typing test will be required to take a beginners' course in typing.

ORGANIZATION AND SUPERVISION OF A COMMERCIAL DEPARTMENT

This course deals with the areas of responsibility of the head of the Commercial department, and covers the following topics: types of Commercial courses offered in Ontario schools, and the diplomas granted to pupils; the organization of school administration, with the functions of different government levels and administrative bodies and officials; the sources of school funds; the preparation of timetables for Commercial departments; the preparation of course of study, including those for special classes; experiments in Commercial education, how to conduct them and evaluate them, methods of supervision for the improvement of instruction; helping teachers grow professionally; evaluation of teaching methods, maintaining discipline in the department; conducting staff meetings; standards and promotions; the examination system; employment and follow-up; relationships with business firms, business organizations, equipment firms, other schools, other departments of the school; planning the accommodation for the Commercial department; planning special rooms, such as the business machines room, the office practice laboratory, the business practice office; types of furniture and general equipment, textbooks, reference books and supplies; helping the new graduates in their initial job.

SECRETARIAL METHODS

Course of study for Grades 12 and 13 in Shorthand, Typewriting and Office Practice; correlation of the subject matter of the different courses; presentation of selected topics; text books and a study of the approach used by the author; testing and marking; homework.

57 / INDUSTRIAL ARTS, PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

This is a preparatory course leading to an Intermediate certificate in Industrial Arts. The Intermediate course may be completed in subsequent summer sessions (Section 88).

Draughting: orthographic projection problems; isometric and geometric drawing; tracing and blue-printing.

Woodworking; nature, structure and characteristics of common woods; the use and care of machines and hand tools for cutting, planing, squaring, and turning.

Methods of wood finishing.

Sheet Metal Work; laying out patterns, cutting, bending, soldering and rivetting of tin plate and galvanized iron; etching, hammering, planishing and polishing of brass and copper.

Machine Shop Practice: hand tools and bench work; layout work and elementary machine operations.

Methods of instruction and class organization of the General Shop.

58 / SCHOOL LIBRARIANSHIP, PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

This course will offer basic training for those who may wish to serve as secondary school librarians. It is a preparatory course leading to an Intermediate Certificate in School Librarianship. The Intermediate Course may be completed in a subsequent summer session (Section *84*).

This course will offer instruction in simple classification and cataloguing as related to the school library needs with laboratory periods for practice, the school

library collection with particular attention to biography, fiction and reference books, and school library administration including methods of teaching library classes the use of books and the library.

59 / THEATRE ARTS, COURSE FOR THE CERTIFICATE

This course will offer instruction in play selection, production and stagecraft, history of the theatre.

It will also provide work-shop sessions in voice production, pantomime, role-playing and stagecraft, group discussion techniques.

COURSES FOR CERTIFICATES IN VOCATIONAL EDUCATION AND INDUSTRIAL ARTS

60 /

The Department of Vocational and Industrial Arts Teacher Education offers the following:

1 / Courses for the Interim Vocational certificates, Type B and Type A.

2 / Courses for Industrial Arts certificates:

i / The Interim Intermediate certificate.

ii / The Interim Specialist certificate.

61 / GENERAL CONDITIONS OF ADMISSION

An applicant for admission to the courses referred to above shall make application, not later than August 31st, to the Director of Vocational and Industrial Arts Teacher Education, 371 Bloor Street West, Toronto 5, on a form to be obtained from him, and shall submit with this application, on forms also to be supplied by the Director:

A certificate of birth. If not born in Canada, a certificate from a competent authority that he is a Canadian citizen or a British subject or a Declaration of Intention to become a Canadian citizen.[1]

Age limits: For the Interim Vocational course, male applicants shall be not less than twenty-three; female applicants shall be not less than twenty-one. This is in accordance with a Departmental requirement. See the Department of Education Act, 1954, Section 11(i)(c).

For the Intermediate Industrial Arts course, applicants shall be at least twenty years of age, and not more than thirty-five.

For the Specialist Industrial Arts course, applicants shall be not less than twenty-three years of age.

62 / REQUIREMENTS FOR ADMISSION TO THE COURSE FOR THE INTERIM VOCATIONAL CERTIFICATE, TYPE B

To this course may be admitted Applied Science graduates (engineers) and skilled tradesmen.

1 / Engineers. A candidate shall be the holder of a degree from the faculty of Applied Science of a recognized university, and shall submit statements to prove not less than two years' subsequent experience in the field of his major subject.

2 / Skilled Tradesmen, who are not engineering graduates.

a / Education.

Applicants are required to give evidence of secondary school graduation or the equivalent.

b / Trade Training and Experience.

[1]This is in accordance with a Departmental requirement. See the Department of Education Act 11, (1)(c).

i / The training or apprenticeship required shall be that usually demanded for journeyman's qualifications in the trade concerned. Special training obtained in an approved day vocational school will be taken into account in considering the period of training. Applicants should submit statements from the persons or firms under whom they were trained, showing the length of the training period and the nature of the work.

ii / The experience required shall be several years of wage-earning journeyman trade experience with approved high-grade firms, and shall be such as to show that the applicant is a skilled craftsman, competent in the main branches of the trade, and familiar with its recent developments. The length of the journeyman experience depends upon the nature of the trade. Documentary evidence of experience in the trade in approved shops shall be furnished by the applicant.

63 / REQUIREMENTS FOR ADMISSION TO THE COURSE FOR THE INTERIM VOCATIONAL CERTIFICATE. TYPE A

1 / This course is offered to Applied Science graduates (engineers) who have been graded 66% or higher in their final year and one other year at the university.

2 / Each candidate shall

a / submit evidence of not less than two years of approved wage-earning experience in the field of his major subject,

b / be required to take all the subjects of the course for Type B certificate, and to obtain grading of 66% or more in them,

c / take additional courses in the organization, administration, and supervision of vocational schools, with special reference to the duties and responsibilities of the technical directors, assistant principals and principals.

If his grading in the Type B course (see **b** / above) is not a failure but is less than 66%, he will be recommended for a Type B certificate only.

64 / COURSE FOR THE INTERIM VOCATIONAL CERTIFICATE, TYPE B

PROGRAMME OF STUDIES

The course leading to the Interim Vocational certificate, Type B, consists of two parts:

PART I: Educational Psychology, School Law and Regulations, English, History of Vocational Education, Principles of Teaching and Classroom Management. Technical Subjects: trade analysis, shop plan, equipment list, yearly budget, course of study, practical shopwork.

PART II: Observation and Practice-teaching.

65 / ORGANIZATION OF COURSE

1 / Every applicant shall be required to pass an examination designed to test his attainments as a skilled worker in the trade concerned. The examination shall be on the fundamental principles, operations, processes and skills of the trade, and shall be in two parts **a** / written, **b** / practical. In the practical examination he shall be required to show his skill in a performance test.

2 / In general, the course is built upon the experience of the student-teachers in the practice schools. Observation is emphasized during the early part of the session.

Individual and group instruction will be increased until, in the final two weeks, the student-teacher will take charge of the class with no assistance from the teacher.

3 / During alternate weeks in the College, in addition to the programme of studies, the student-teacher is given an assignment to cover his duties in the practice school for the following week. A corresponding bulletin is mailed to the teacher, who reports on the progress of the student at the completion of each week of Practice-teaching.

4 / Where possible, student-teachers are sent at first to technical departments in the smaller composite schools and later to technical schools in the larger centres. The Director and his staff visit the practice schools from time to time to assist in evaluating the students' work.

DETAILS OF SUBJECTS IN THE COURSE FOR THE INTERIM VOCATIONAL CERTIFICATE, TYPE B

66 / PSYCHOLOGY

An introduction to principles of educational psychology as they apply to the teacher and his pupils. Among topics discussed will be: motivation, development and adjustment, school discipline, intelligence and its measurement, the learning process, mental hygiene.

GUIDANCE

Basic principles and current practices in guidance.

67 / SCHOOL LAW AND REGULATIONS

Basic problems in the organization and management of a provincial school system and of secondary education.

Ontario law and practice, with particular reference to curriculum, school districts, attendance and finance of the vocational school.

Detailed study of the powers and duties of provincial and local authorities, teachers, and others responsible for the conduct of pupils in vocational schools.

68 / ENGLISH

English—both oral and written—a brief review of the main essentials of grammar and composition to enable the shop teacher to avoid the more common errors in the use of words; report writing; public speaking.

69 / HISTORY OF VOCATIONAL EDUCATION

Brief historical sketch to show vocational aspects of educational developments; contributions of the educational reformers, Comenius, Rousseau, Pestalozzi, Fellenberg, Froebel, Spencer; relation of industrial developments to the need for industrial education; development of secondary education, of vocational education; the manual training movement, the mechanics' institute, the farm and trade school, industrial and technical schools, trade schools; part-time, co-operative and apprenticeship classes; the Ontario educational system.

70 / PRINCIPLES OF TEACHING AND CLASSROOM MANAGEMENT

Learning process as applied to practical subjects; formal lesson types; individual differences; individual and group instruction; lesson planning; instruction aid material—sheets, pictures, charts, films, models; organization of instruction material; tests and examinations; records; special shop problems.

71 / TECHNICAL SUBJECTS

1 / Trade Analysis and Course of Study:
Study of the work of the skilled craftsman to determine the teachable content of each trade or calling. Analysis of the trade to determine the skill, and the trade, technical and concomitant knowledges of the skilled worker; selection of instructional materials and arrangement into groups according to learning difficulties; selection of projects to be used to fit the order of the course of study; determination of related mathematics, science, drawing and auxiliary information needed in each project, preparation of course of study; unit courses.

2 / Shops Plan, Equipment List, and Annual Budget:
Study of desirable features of shops and classrooms, size, shape, lighting, lay-out; preparation of minimum, and desirable, lists of equipment for the type of shop in which the teacher-in-training will work; design of benches, tables, furniture, selection of tools and machines; approximate prices; preparation of annual budget.

3 / Practical Shopwork, but not in the candidate's trade subject.

COURSES FOR INDUSTRIAL ARTS CERTIFICATES[1]

72 / COURSE FOR THE INTERIM INTERMEDIATE CERTIFICATE

This is a two-year course to provide training for those who contemplate the teaching of Industrial Arts in elementary and high schools. Applicants admitted under condition **1** below shall be exempted from attendance during one year of the course.

ADDITIONAL CONDITIONS OF ADMISSION

An applicant shall submit:
1 / an Ontario Teaching Certificate
2 / a statement indicating successful completion of Part I of the Elementary course in Industrial Arts, with a standing of at least 66%.

73 / PROGRAMME OF STUDIES

The course of training for the Intermediate certificate in Industrial Arts consists of two parts as follows:

PART I: Activity Analysis and Course of Study

Shopwork—general woodwork, general metalwork, power mechanics, electricity, drafting; History of Industrial Arts, Guidance.

[1]**Every teacher of Industrial Arts in an Elementary School must hold an Elementary-School Teacher's Certificate, in addition to his Industrial Arts Certificate.**

PART II: Observation and Practice Teaching

Each student is given at least three weeks in a practice school. His teaching progresses from individual and group instruction to complete charge of routine duties and class instruction. If possible, he is sent to the general shop in **a** / an elementary school, **b** / a junior high school, and **c** / a collegiate institute.

DETAILS OF SUBJECTS, ACTIVITY ANALYSIS, AND COURSE OF STUDY

See Technical Subjects in Section *61*.

SHOP WORK

There are two shops, one of them for Woodwork and Drafting and the other for Metalwork and Power Mechanics.

Woodwork includes such activities as woodturning, cabinet making, building construction, pattern making, wood finishing.

Metalwork includes bench fitting, machine shop, welding, power mechanics, sheet metal, ornamental metalwork, etc.

Courses in drafting and in some crafts are offered.

74 / HISTORY OF INDUSTRIAL ARTS

See History of Vocational Education Section *67*.

75 / GUIDANCE

Basic principles and current practices in guidance.

76 / COURSE FOR THE INTERIM SPECIALIST CERTIFICATE[1]

This course is to provide training for those who contemplate teaching Industrial Arts in collegiate institutes.

ADDITIONAL CONDITIONS OF ADMISSION

An applicant shall:

1 / hold an Intermediate certificate in Industrial Arts;

2 / subsequently, have at least one year of successful teaching in the field of Industrial Arts, as verified by the inspector concerned;

3 / show evidence of having passed not less than eight Grade 13 papers or approved equivalents including one in English. It is recommended that the candidate include papers in Mathematics and Science as these subjects are essential to progress in Industrial Arts.

77 / PROGRAMME OF STUDIES

The course of training for the Specialist certificate in Industrial Arts consists of two parts as follows:

PART I: Activity Analysis, Course of Study and Shop Management, Advanced Shop Work

PART II: Observation and Practice-teaching.

[1]This certificate may be obtained also in summer courses. See Section 88.

REQUIREMENTS FOR CERTIFICATES IN VOCATIONAL EDUCATION AND IN INDUSTRIAL ARTS

78 / EXAMINATIONS AND CERTIFICATES

1 / The final standing of students in attendance in the course for the Vocational Certificate, Type B, or the courses for the Intermediate and Specialist Certificates in Industrial Arts shall be determined by the combined results of the sessional records and the records of the final examinations of Part I and by the results of the records of Part II, of the course concerned.

2 / The sessional records in each course represent oral and written exercises, practical work, research and frequent tests; and at the close of each term there will be a set of examinations.

3 / A candidate shall pass in each of the subjects listed in the Programme of Studies of the course concerned. The pass standard shall be 50% of the marks assigned to each subject of Part I and 60% of the aggregate of the marks assigned to each of the divisions of Part II. A candidate for the Intermediate Industrial Arts certificate or the Specialist Industrial Arts certificate must pass a performance test before a certificate is issued.[1]

4 / **a** / A candidate for the Vocational certificate, Type B, who passes in Part II and fails in not more than two subjects of Part I shall be exempted from further attendance.

b / A candidate for the Intermediate certificate in Industrial Arts who passes in Part II and fails in not more than two sections of Shop Work *or* one other subject of Part I shall be exempted from further attendance.

c / A candidate for the Specialist certificate in Industrial Arts who passes in Part II and fails in not more than two sections of Advanced Shop Work of Part I shall be exempted from further attendance.

d / All other candidates who fail to obtain the necessary final standing shall be required to attend another session, beginning after the Christmas vacation.

e / A candidate exempted from attendance, as provided in **a**, **b**, or **c** above, may complete his standing for a certificate by rewriting at an annual examination the examination in the subject in which he failed. Examinations will be held at the close of the session at such centres and under such conditions as are set out in Section 14.

79 / GRADES OF CERTIFICATES

1 / An Interim Vocational certificate, Type B, which qualifies the holder to teach a technical shop work subject for five years in a vocational or composite school.

2 / A Permanent Ordinary Vocational certificate.

3 / An Interim Vocational certificate, Type A, valid for five years.

4 / A Permanent Vocational Specialist certificate.

5 / An Interim Intermediate certificate in Industrial Arts which qualifies the holder to teach shop work for five years in a public, separate, continuation or high school, to the end of Grade 10.

6 / A Permanent Intermediate certificate in Industrial Arts.

7 / A Specialist certificate in Industrial Arts, required in Grades 11 and 12 of academic secondary schools.

[1]A candidate for the Vocational certificate, either Type B or Type A, must obtain a minimum of 50% in the Trade test.

80 / HIGH SCHOOL ASSISTANTS', TYPE B, INITIAL AND COMPLETING SUMMER COURSES

1 / A summer course for the High School Assistant's certificate, Type B, will be held from June 29, 1964 to August 14, 1964, for candidates who qualified for Temporary Secondary-School Teachers' certificates on completion of the eight-weeks summer course in 1963, and who are recommended for admission by the Principal and High School Inspector concerned.

2 / **a** / From June 29, 1964 to August 21, 1964, a summer course will be held at Toronto (Ontario College of Education), at Kingston (Ellis Hall, Queen's University), and at London (H. B. Beal Technical School), leading to a Temporary Secondary-School Teacher's certificate. The certificate shall be valid for the school year 1964–65. The holder of such certificate may secure a High School Assistant's certificate, Type B, by attending, on the recommendation of the Principal and High School Inspector concerned, a second summer course in 1965, and by passing the examinations of that course.

b / The holder of a Temporary Secondary-School Teacher's certificate who has credit towards Part I of the Intermediate certificate in Physical Education or Commercial Accounting or Secretarial Subjects or credit towards the Intermediate certificate in Home Economics may secure Part I of the Intermediate certificate in Physical Education or Commercial Accounting or Secretarial Subjects or the Intermediate certificate in Home Economics as the case may be, by attending, on the recommendation of the Prinicipal and High School Inspector concerned, a second summer course in 1965, and by passing the examinations of the course. No candidate will be awarded Part I of the Intermediate certificate in Physical Education or Commercial Accounting or Secretarial Subjects or the Intermediate certificate in Home Economics before he has been awarded a High School Assistant's certificate, Type B.

c / A candidate for admission to the course leading to a Temporary Secondary-School Teacher's certificate must fulfil all the conditions of admission to the course for the Interim High School Assistant's certificate, Type B (section 9), and also must submit evidence that he has accepted a contract offered after April 1 by an Ontario Secondary School Board for the ensuing school year for a position which has been advertised after February 26 and for which no fully qualified applicant is available. Application should be made to the Registrar, Ontario College of Education, 371 Bloor St. W., Toronto 5, as soon as the candidate is under contract to teach.

d / No Type A[1] courses (Section *17*) will be offered in these emergency summer sessions 1964 and 1965.

3 / Courses similar to those described in **2** above will be offered in subsequent summers if the enrolment is sufficient to warrant their establishment.

4 / The same regulations will apply to unsuccessful candidates in the completing course as apply to unsuccessful candidates in the regular winter course.

[1]See Section *82* for Type A Seminars.

5 / PROGRAMME OF STUDIES

The course of training for the summer course, June 29 to August 21, 1964, will consist of two parts as follows:

PART I: Professional courses, including

a / School Management and Law

b / Courses in the principles and procedures of teaching *any three* of the following subjects:

i / English, **ii** / History, **iii** / Geography, **iv** / Mathematics, **v** / Science*, **vi** / Latin, **vii** / French†, **viii** / Français††[1], **ix** / One of Physical Education‡[2], Commercial Subjects§[2], Home Economics¶[1,2]

PART II: Observation and Practice Teaching in academic subjects.

81 / HIGH SCHOOL ASSISTANTS', TYPE B, REGULAR EIGHT WEEKS SUMMER COURSE

1 / Candidates who have fulfilled the requirements for admission to the High School Assistants' course, Type B, and

a / hold Ontario Elementary-School Teacher's (or First Class) certificates,

b / hold Ontario Vocational certificates,

c / have had equivalent professional training elsewhere, or

d / have failed an examination or a supplemental examination or examinations of the Type B course and have not been asked by the Revising Board to withdraw from teaching altogether will be exempted from attendance at a Regular session of the Ontario College of Education but will attend the Regular Eight-Weeks' summer course for a High School Assistant's certificate, Type B.

2 / The pass standard for candidates in this course will be the same as that for candidates in attendance during a Regular session.

3 / Candidates who have been duly admitted to the Regular Summer session for the High School Assistant's certificate, Type B, who attend throughout the

*A candidate should not select Science unless he has had previous laboratory experience and anticipates teaching Science.

†Candidates should not choose French unless they have oral proficiency in the language, and have a thorough knowledge of phonetics, French grammar, and syntax.

††May be chosen by candidates who are qualified to prepare themselves to teach French to French speaking pupils.

‡No candidate may choose this subject unless he has been assigned to teach Physical Education for at least 8 periods in the ensuing academic year. A candidate who is eligible for admission to the course leading to a High School Assistant's certificate, Type A, must choose Physical Education as one of his optional subjects.

§No candidate may choose this subject unless he is qualified to take the course *or* has been assigned to teach the subject of bookkeeping or the subjects of shorthand and typewriting in the ensuing academic year. Tests will be required if courses have not been taken at university.

¶No candidate may choose this subject unless she is qualified to take the course *and* has been assigned to teach Home Economics in the ensuing academic year. A candidate who is eligible for admission to the course leading to a High School Assistant's certificate, Type A, must choose Home Economics as one of her optional subjects.

[1]Will be offered in Toronto only.

[2]A candidate who chooses Physical Education, Commercial Subjects, or Home Economics as a third optional subject may secure Part I of the Intermediate Physical Education certificate, Part I of the Intermediate certificate in Accounting or Secretarial Commercial, or the Intermediate Home Economics certificate as the case may be upon passing the examinations of the Completing Seven Weeks' Course in 1965. No one will be awarded Part I of the certificate or the certificate as the case may be before he is awarded a High School Assistant's certificate, Type B.

session and who pass the examinations at the close of the session, may, on the recommendation of the examiners, be awarded by the Minister of Education, the Interim High School Assistant's certificate, Type B.

4 / Candidates who have attended the Summer session, with the exception of those admitted under **1** / **d** above, and who fail in one or more of the tests prescribed for an Interim High School Assistant's certificate, Type B, may complete their standing for said certificate under the following conditions:

a / candidates who fail in more than two subjects of Part I shall reattend a Regular Summer session another year,

b / candidates who fail in Part II shall reattend a Regular Summer session another year,

c / candidates who fail in not more than two subjects of Part I (of which only one may be a course in the principles and procedures of teaching) may re-write at an annual examination of the College Regular session, the examination, or examinations, in the subject, or subjects in which they failed.

5 / The course of training will consist of two parts as follows:
PART I: **a** / School Management and Law

b / Courses in the principles and procedures of teaching *any three* of the following: English, History, Geography, Mathematics, Science, Latin, French, Français.

PART II: Practice Teaching.

6 / The pass standard for candidates in these Summer Sessions will be the same as for candidates in the Regular Session.

82 / TYPE A SEMINARS

1 / A special summer course of six weeks, beginning on June 29, 1964, will be offered at Toronto only to provide the opportunity for teachers who hold a Permanent High School Assistant's certificate or an Interim High School Assistant's certificate, Type B, and who possess the necessary academic qualifications, to obtain an Interim High School Assistant's certificate, Type A. Applications will also be entertained from holders of Type B certificates who are graduates of honour courses approved by the Department of Education but whose standing is below 66% but not lower than 60%, who submit evidence from the Principal and High School Inspector of at least five years' teaching experience in the subject, or subjects, of their special field of study, at least two years of which must have been in Grades XII or XIII and graded above average, in an Ontario secondary school subsequent to obtaining the professional standing referred to above. Applications for enrolment under this plan must be made to the Registrar, Ontario College of Education by April 15.

2 / Professional courses leading to the Type A certificate in one of the following special fields of scholarship will be offered: Agriculture, Classics, English, English and French, English and German, English and Latin, English and Spanish, English and History, French and German, French and Spanish, French Language and Literature, Geography, History, Latin and French, Latin and Greek, Mathematics, Mathematics and Physics, Science, Physics and Chemistry, Physics and Biology, Chemistry and Biology, Physics, Chemistry, Biology, Home Economics, Physical Education, Geology, Geography & Geology, Political Science and Economics, Political Science, Economics.

3 / Applicants must be recommended in their special fields of scholarship and teaching by the secondary school inspector concerned. If it should prove necessary, an equitable limitation of the enrolment may be made. Preference will be given to teachers holding the Permanent High School Assistant's certificate, and applications will be considered in the order in which they are received.

4 / Written examinations will be held at the end of the course.

5 / Applications for enrolment must be made to the Deputy Minister of Education by May 1. Blank application forms for these *Type A Seminars* may be obtained from the Registrar, Ontario College of Education.

83 / HOME ECONOMICS SUMMER COURSES

Intermediate Courses

Summer courses leading to the Intermediate certificate in Home Economics will be held in Toronto from July 6, 1964 to August 7, 1964, for candidates who qualify for either Part I, II or IV courses.

PART I

Applicants who hold Interim or Permanent Second Class certificates, a First Class certificate, an Elementary-School Teacher's Certificate, a High School Assistant's certificate are eligible.

PART II

Those who successfully complete Part I of the course are eligible for admission to this course.

PART III

Those who have completed successfully both Part I and Part II of the course are eligible for this course.

PART IV

Those who have completed successfully Part I and Part II of the course are eligible for this course.

NOTE: Part III and Part IV are offered in alternate years and may be taken in either order. Part IV will be offered in 1964 and will *not* be offered in 1965. Part III will *not* be offered in 1964 but will be offered in 1965.

Letters of confirmation will be issued as each part of the course is completed successfully. Candidates will be recommended for the Intermediate certificate when all parts have been completed successfully.

Applications must be submitted not later than June 1, 1964, to the Head of the Home Economics Department, Ontario College of Education, 371 Bloor St. West, Toronto 5.

Intermediate Course for Graduates with University Credits in Home Economics

Admission to this course is restricted to students who submit evidence of graduation, with a standing not lower than 60% in the Home Economics of the final year from a University course approved by the Minister of Education.

The course will be conducted in Toronto, from June 29, 1964, to August 7, 1964. Final examinations will be written at the end of the session.

Applications must be submitted not later than June 1, 1964, to the Head of the Home Economics Department, Ontario College of Education, 371 Bloor St. West, Toronto 5.

84 / SCHOOL LIBRARIANSHIP SUMMER COURSES

Three summer courses leading to the Specialist Certificate in School Librarianship are offered. The Intermediate Courses, Parts I and II, lead to the Intermediate Certificate in School Librarianship. The third course is the Specialist Course. These three courses must be taken consecutively. These courses are offered to meet the greatest need, hence all three courses are not necessarily offered every summer, nor consecutively.

The Intermediate Course, Part I and the Specialist Course will be offered in Toronto from June 29, 1964 to August 7, 1964. Application forms may be obtained from Professor Margaret Scott, Ontario College of Education, 371 Bloor Street West, Toronto 5. Applications must be submitted before June 1, 1964. Enrolment is limited.

Intermediate Course, Part 1

The first of two courses leading to the Intermediate Certificate in School Librarianship offers basic training for teachers who will serve as secondary school librarians. It will include the following subjects: School Library Administration, The Library Collection, Classification and Cataloguing, as related to school needs.

To this course may be admitted a teacher who

1 / holds an Interim High School Assistant's Certificate, Type B, or, a Permanent High School Assistant's Certificate; and

2 / submits evidence of at least one year of successful teaching experience in a secondary school in Ontario, certified by the Inspector concerned.

A candidate who successfully completes this course will be issued a letter to this effect.

Specialist Course

This course will continue the training offered in the Intermediate Courses. It will include the following subjects: School Library Administration, Young People's Literature, Cataloguing and Classification.

To this course may be admitted a teacher who

1 / holds an Intermediate certificate in School Librarianship, or its equivalent; and

2 / submits evidence of at least one year of successful experience in school library services in a secondary school in Ontario subsequent to the date of the applicant's Intermediate certificate in School Librarianship, certified by the Inspector of Secondary School Libraries.

A candidate who successfully completes this course and completes all assignments satisfactorily will be recommended to the Department of Education for a Specialist Certificate in School Librarianship.

85 / COMMERCIAL SUMMER COURSES

Teachers who wish to enroll in any of the following courses should write for application forms to the Registrar, Ontario College of Education, 371 Bloor Street West, Toronto 5, and should submit the completed forms to the Registrar before June 1, 1964. The fee for each summer is $50.00. This fee is to be paid *after acceptance*, to the Chief Accountant, University of Toronto before the day of registration.

The commercial summer courses will be held at the Eastern High School of Commerce, 16 Phin Ave., Toronto 6, from Monday, June 29, 1964, to Friday, July 31, 1964. Registration will be from 8.30 a.m. to 10.30 a.m. on Monday, June

29. Classes will begin the same day at 10.30 a.m. The first two periods will be held from 10.30 a.m. to 12.30 p.m.; the second two periods, from 1.30 p.m. to 3.30 p.m. On all other days, the classes will be held from 8.30 a.m. to 12.30 p.m.

1 / *Intermediate Course—Part I*

Summer courses leading to completion of Part I of the Intermediate Commercial, Intermediate Accounting or Intermediate Secretarial will be held at Eastern High School of Commerce for candidates who qualify for the course. Applicants who hold a Second Class (Elementary-School) or more advanced teaching certificate are eligible.

Subjects:

Penmanship (1, 2, 4), Typewriting A (2, 3), Shorthand A (3), Bookkeeping A (4), Typewriting B (1, 3), Shorthand Theory (2), Shorthand Practice (4), Bookkeeping B (3), Typing Methods (2, 4), Shorthand Methods (1, 2), Bookkeping Methods (1, 3).

NOTE—*Figures in brackets indicates the probable period in which the subject is offered.*

2 / *Intermediate Course—Part II*

Summer courses leading to the Intermediate Commercial, Intermediate Accounting or Intermediate Secretarial certificates will be held at Eastern High School of Commerce for candidates who qualify for the courses. To these courses may be admitted an applicant who has completed or who is completing subjects for the Intermediate Part I course.

Subjects:

Office Practice (1,2), Business Law (2), Business Arithmetic (3,4), Business Correspondence (4), Economic History (1,2).

NOTE—*If the candidate requires the Economic History to complete his Commercial Specialist certificate, bulletin preparation will still be required, but not if it is to be used to obtain the Accounting or Secretarial Specialist certificates.*

3 / *Specialist Course*

Summer courses leading to the Specialist certificates in Commercial will be held at Eastern High School of Commerce for candidates who qualify for the courses. To these courses may be admitted an applicant who is qualified to teach in a high school in Ontario and who holds the Intermediate, Part II Commercial certificate or who is completing subjects for this certificate and whose programme, approved by the principal, permits a start on subjects leading to the Commercial Specialist certificate. In all subjects of the Specialist course, except Business Machines and Methods, extension courses with the Department of Extension, University of Toronto, must be approved by the principal and completed prior to enrolment in these subjects at the summer course.

Subjects:

Economic History (1, 2), Accounting I (1, 2), Economics (3), Business Machines (1, 2, 3, 4), Accounting II (3, 4), Secretarial I (4), Secretarial II (3), Merchandising (1, 3), Data Processing (2, 4), Major Methods in Accounting Subjects (1, 2, 3, 4), Major Methods in Secretarial Subjects (1, 4), Organization and Supervision of a Commercial Department (1, 2, 3, 4).

NOTE—*Data Processing and Merchandising are being added to the Specialist programme starting this summer. There are special conditions with regard to the granting of credit for and admission to these subjects. Please mail enquiries with full details to Prof. A. P. Seggie at the Ontario College of Education.*

Credit may be allowed for equivalent university courses previously taken if certified statements or transcripts are submitted.

Before the Commercial Specialist certificate is granted, proof of four months' business experience must be submitted to the principal.

If you are in doubt about the requirements for the Commercial certificates, write to the College of Education for a copy of "How to Qualify as a Business Teacher in Ontario".

4 / *Supplemental Examinations*

Supplemental Examinations in all the commercial subjects except Methods will be held on June 25–26, 1964, at the Eastern High School of Commerce, 16 Phin Ave., Toronto 6, for those who qualify.

Subject Qualification:

a / Subjects of the Intermediate, Part I or II courses for which bulletins through the Extension Department, University of Toronto have been completed successfully.

b / Subjects of the Intermediate, Part I or II courses that have been taught for at least one year within the last two years. This must be certified by a statement from the principal of your school.

c / Subjects of the Intermediate, Part I or II courses for which night school work at a high school, business college or university has been completed successfully.

d / Subjects in which the applicant has failed to obtain 66% at university or a commercial high school.

e / Subjects in which the applicant failed to obtain standing at a previous summer course.

For permission to try these supplemental examinations, write to the principal, Professor A. P. Seggie, Ontario College of Education, 371 Bloor Street West, Toronto 5, before June 15, 1964.

The fee for the examination is $5.00 per subject and is to be paid on the day of writing the examination.

86 / VOCATIONAL COMMERCIAL SUMMER COURSE

Vocational, Type B in certain Commercial Subjects

As a temporary measure, if there are sufficient applicants, a Special Vocational Commercial Summer Course of five weeks will be offered in Toronto in 1964 leading to an Interim Vocational Type B certificate valid for teaching certain Commercial skills or subjects in a secondary school for those who meet the Department of Education requirements for this two-summer course. A second summer of five weeks in 1965 will be required to complete the certificate.

The second summer of this two-summer Special Vocational Commercial Summer Course leading to an Interim Vocational, Type B certificate valid for teaching certain commercial skills or subjects will be offered in Toronto in 1964 for those who completed successfully the first five weeks in 1963.

If there are sufficient applicants, another Special Commercial Summer Course with three summers of five weeks will also be offered in Toronto in 1964 leading to an Interim Vocational, Type B certificate valid for teaching Typing, Office Practice, and Shorthand in any secondary school for those who meet the Department of Education requirements for this three-summer course.

The second summer of this three-summer special Vocational Commercial Summer Course leading to an Interim Vocational, Type B certificate, valid for teaching Typing, Office Practice and Shorthand only, will be offered in Toronto in 1964 for those who completed successfully the first summer of the three-summer course in 1963.

Any student who completes this Vocational Type B certificate and obtains an approved degree, may secure a High School Assistants' certificate, Type B, by attending the Regular Eight Weeks Summer Course and passing the examinations of the course.

These special Vocational Commercial courses will be discontinued as soon as there are sufficient teachers being supplied by the regular programme.

87 / ELEMENTARY-SCHOOL TEACHERS, COMPLETING COURSE

This course is for High School Assistants who hold credit towards the Elementary-School Teacher's certificate.

88 / INDUSTRIAL ARTS SUMMER COURSES

1 / *Specialist Course*

Summer courses leading to Specialist certification in Industrial Arts will be held from June 29, 1964 to July 31, 1964. Parts I, II, and III will be offered if enrolment in each part is sufficient.

Requirements for entrance into Part I are: **a** / an Intermediate certificate and one year of successful teaching in Industrial Arts; **b** / standing in eight Grade XIII papers; and **c** / above-average grading by the inspector concerned.

For entrance into Part II each candidate shall submit the official record of having completed Part I successfully.

Candidates who wish to apply for entrance to Part III must submit the official records of satisfactory completion of both Part I and Part II.

Applications should be made before May 1, 1964 to the Director of Vocational Teacher Education, Ontario College of Education, 371 Bloor Street West, Toronto 5.

2 / *Intermediate Course*

This course consists of 4 parts. Part I is preparatory. Parts II, III and IV are each of 5 weeks' duration.

To Part II will be admitted (if sufficient candidates apply):

a / Candidates holding High School Assistants' certificates, who have passed in the supplementary course in Industrial Arts (called Part I.)
See Section 22, VI and Section 54.

b / Candidates holding Vocational certificates, who are teaching Industrial Arts in secondary schools.

c / Candidates holding Elementary-School Teachers' certificates and also Parts I, II, and III of the Elementary Industrial Arts course.

Application should be made before May 1, 1964 to the Director of Vocational Teacher Education, Ontario College of Education, 371 Bloor Street West, Toronto 5, Ontario.

89 / OCCUPATIONAL TRADES SUMMER COURSES

a / Courses leading to Vocational certificates in Occupational Trades. Part I of two parts will be offered in 1964.

To Part I will be admitted **i** / holders of Vocational certificates, and **ii** / holders of Industrial Arts Intermediate certificates, who hold contracts with Boards of Education to teach this subject in composite schools. Part II will be offered also in 1964.

b / If conditions demand it, the first of two seven-weeks summer sessions will be offered leading to Vocational certificates, Type B. Each candidate must have a contract with a school board which was unable to engage a certificated teacher.

90 / VOCATIONAL SUMMER COURSES

1 / *Vocational, Type B*

a / Summer courses leading to the Vocational Certificate, Type B, will be offered from June 29 to July 31, 1964, for holders of High School Assistant's certificates who meet Department of Education requirements for vocational certification.

b / The first of two seven-week Summer Sessions leading to the Interim Vocational certificate, Type B, will be offered from June 29, 1964, to August 14, 1964, inclusive.

2 / *Provincial Institute of Trades Technical Instructors Course*

PARTS I, II, and III will be offered in 1964.

3 / *Vocational, Type A*

A summer course leading to the Vocational Certificate, Type A, will be held from June 29 to July 31, 1964. Parts I and II will be offered.

Requirements for Specialist certification are: **a** / a Permanent Ordinary Vocational certificate; **b** / above-average grading by the inspector concerned; **c** / standing in six Grade XIII papers, one of which must be English Composition, or approved equivalents.

Application should be made to the Director of Vocational Teacher Education, Ontario College of Education, 371 Bloor Street West, Toronto 5, before June 1.

4 / Re-certification and up-grading courses in Machine Shop Practice, Carpentry and Building Construction, and Mechanical Drafting will be offered from June 29, to July 31, 1964, provided that the enrolment is sufficient to warrant operation.

To these courses may be admitted holders of Vocational certificates or Industrial Arts Specialist certificates.

91 / PHYSICAL EDUCATION SUMMER COURSES

Separate courses will be offered for men and women. These courses lead to the following certificates:

Intermediate

Summer courses leading to the Intermediate certificate (Parts I and II) will be held in Toronto from June 29 to July 31, 1964.

The course leading to an Intermediate Physical Education certificate consists of two Summer sessions (Intermediate, Parts I and II).

Applicants for admission to the course must hold an Interim High School Assistant's certificate, Type B, or a Permanent High School Assistant's certificate.

Applicants holding an Elementary Physical Education certificate granted under former regulations may be admitted to the second Summer Session (Intermediate II).

Specialist

The Summer course leading to the Specialist certificate will be held in Toronto from June 29 to August 7, 1964.

Applicants for admission to the course must hold an Interim High School Assistant's certificate, Type B, or a Permanent High School Assistant's certificate and an Intermediate Physical Education certificate, and have taught for a period of at least one year in a secondary school in Ontario, or in grade 9 or 10 of a public or separate school in Ontario.

Applicants holding an Interim High School Assistant's certificate, Type B, or a Permanent High School Assistant's certificate, and a Supervisor's certificate in Physical Education, and who pass the qualifying examinations held at the beginning of the course, may be admitted to the course.

Special Course for Teachers of Physical Education for Girls.

The Special Course for Teachers of Physical Education for Girls will be held in Toronto from June 29 to July 31, 1964.

Applicants for admission to the course must hold:

a / Permanent Elementary School Teacher's (or First Class) certificate,

b / A letter of admission to an Ontario University

c / A contract with an Ontario Secondary School Board of Education.

After satisfactory completion of the course, the candidate will receive a letter to that effect issued by the Department of Education.

Equipment

All students in Physical Education are required to wear the prescribed uniform in practical classes. The approximate cost of a uniform is $10.00 for the women and $6.00 for the men. Information concerning equipment, books, preparation for the course, location of the course, and hours, will be sent on acceptance of applications.

Medical Certificates

Each applicant will be required to present to the principal on the first day of the course a medical certificate from his own physician indicating that he is physically fit to take the course. Final registrations will not be accepted and students will not be permitted to take part in the course until this condition has been fulfilled.

Applications

Application forms may be obtained **a** / for women's courses from the Head of Women's Physical Education, Ontario College of Education, 371 Bloor Street West, Toronto 5, **b** / for men's courses from the Head of Men's Physical Education, Ontario College of Education, 371 Bloor Street West, Toronto 5.

Completed application forms must be returned not later than June 1, 1964.

92 / GRADUATE DEGREES IN EDUCATION

The Ontario College of Education offers programmes of study leading to the graduate degrees of Bachelor of Education, Master of Education, Master of Arts, Doctor of Education and Doctor of Philosophy.

For information regarding these programmes see the separate announcement "Courses Leading to Graduate Degrees in Education, 1964–65."

93 / DEPARTMENT OF EDUCATIONAL RESEARCH

Members of staff participate in the teacher training and the graduate studies programme of the College but their major responsibilities are **a** /to plan, carry out, and report research in education and **b** / to advise government agencies, voluntary organizations, and private individuals on the conduct of research, the identification of problems, and the formulation of policies in education. Research studies are instigated by members of staff, government, in particular the Ontario Department of Education, and non-government organizations.

Studies in the first category usually arise from staff contact with educationalists in schools and universities. Two major examples of this sort of study are **a** / the large-scale longitudinal research into the utilization of students' potentialities in secondary school and in further education, and **b** / research into the development of objective tests of aptitude, achievement, and personality designed for the use of Canadian elementary and secondary schools.

For the Ontario Department of Education the Department also undertakes research into the system of administering legislative grants to local school boards, and assists with administering the Grade XII objective tests, and the Grade XIII examinations.

In its capacity as a trainer of researchers in education, the Department offers a number of part-time and full-time assistantships each year.

The University of Toronto issues the following calendars and other publications concerning courses of instruction given by the University, any one of which may be had on application to the Registrar of the University or to the Secretary of the Faculty, School or Institute about which information is sought.

CALENDARS AND OTHER PUBLICATIONS ISSUED BY THE UNIVERSITY OF TORONTO

ADMISSION INFORMATION—	Admission Awards
	Admission Circular
APPLIED SCIENCE AND ENGINEERING—	Faculty of Applied Science and Engineering
	Diploma Course in Operations Research
ARCHITECTURE—	School of Architecture
ARTS AND SCIENCE—	Faculty of Arts and Science
	Courses and Subjects in Arts and Science
	Diploma Course in Computing and Data Processing
BUSINESS—	School of Business—Graduate Programme in Business Administration
	Winter Evening Seminars
CHILD STUDY—	Institute of Child Study
DENTISTRY—	Faculty of Dentistry
	Courses for Graduates in Dentistry
	Dental Hygiene
EDUCATION—	Ontario College of Education
	Graduate Degrees in Education
EXTENSION—	General Course (Extension)
	Evening Course in Business (Leading to a Certificate)
	Evening Tutorial Class
	Business and Industry Courses
	Correspondence Courses
FOOD SCIENCES—	Faculty of Food Sciences
FORESTRY—	Faculty of Forestry
GRADUATE STUDIES—	School of Graduate Studies
HYGIENE—	School of Hygiene
LAW—	Faculty of Law
LIBRARIANSHIP—	Library School
MEDICINE—	Faculty of Medicine
	Division of Rehabilitation Medicine
	Division of Postgraduate Medical Education
MUSIC—	Faculty of Music
	The Royal Conservatory of Music
	School of Music Year Book
	General Syllabus
	Pianoforte and Theory Syllabus
NURSING—	School of Nursing
PHARMACY—	Faculty of Pharmacy
PHYSICAL AND HEALTH EDUCATION—	School of Physical and Health Education
SOCIAL WORK—	School of Social Work

Enquiries about the following institutions in the University of Toronto should be addressed as follows:

Ontario Agricultural College
Macdonald Institute
Ontario Veterinary College
} The Registrar, Federated Colleges, Guelph, Ontario.

York University—The Registrar, 2275 Bayview Avenue, Toronto 12.
Massey College—The Master, Massey College, University of Toronto, Toronto 5.

University of Toronto

Ontario College of Education

CALENDAR 1965-66

In view of increasing costs of supplies and labour, fees, residence dues and other charges set forth in this calendar are subject to change by the Board of Governors.

University of Toronto

ONTARIO COLLEGE OF EDUCATION

CALENDAR 1965-1966

PRE-COLLEGE OBSERVATION PERIOD

All those who intend to become students in the regular session of the Ontario College of Education are strongly advised to apply to the principal of a convenient secondary school for permission to spend a period of observation of school organization, daily routine and teaching techniques at the secondary school level. This period of a few days' duration prior to the opening of the College term is of genuine value to prospective teachers in acquainting themselves with problems of administration, instruction and orientation at the beginning of the school year.

UNIVERSITY OF TORONTO PRESS
1965

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HISTORICAL NOTE

When secondary education in Upper Canada was officially introduced in 1807, qualifications for teachers were ill-defined and professional training non-existent. Nevertheless, a surprising number of "educated gentlemen" found their way into the classrooms of the District Grammar Schools. Unfortunately, the supply of these superior pedagogues failed to keep pace with the growth of the province's population and the subsequent increase in schools. But in spite of the difficulties encountered, no serious attempt to provide teacher training was made for more than half a century.

Beginning in 1858, a number of experiments involving model schools and training institutes was conducted with the aim of improving the academic and professional qualifications of teachers. None of these endeavours met with widespread satisfaction.

In 1890, all such operations were abandoned with the founding of a provincial School of Pedagogy in Toronto. Seven years later, this institution was moved to Hamilton and renamed the Ontario Normal College.

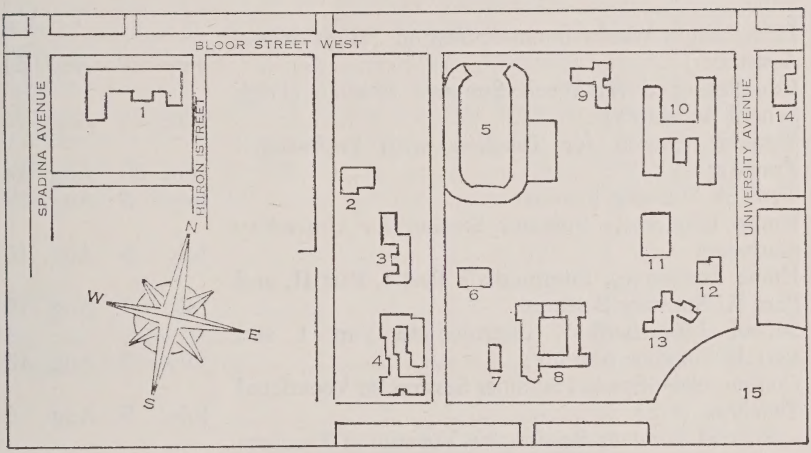
In 1906, the training of secondary school teachers was modified drastically when Faculties of Education were organized at the University of Toronto and at Queen's University. In Toronto, the Faculty offered professional secondary school courses, elementary school courses, and postgraduate courses in Pedagogy. In order to improve the practical and experimental aspects of its programme, the Faculty established, in 1910, a practice school, the University of Toronto Schools.

This pattern of teacher training continued until after the close of World War I. In 1920, it came to an abrupt end when the Faculty of Education at Queen's was discontinued and the Faculty at Toronto was designated as the Ontario College of Education, University of Toronto.

During the period since its inception, the Ontario College of Education has expanded its programme, its services, its facilities and has added a number of important departments: the Library School, in 1928; the Research Department, in 1934; the Guidance Centre, in 1945; the Vocational and Industrial Arts Department, in 1946; the Department of Advanced Academic Recommendation (now known as the Committee on Advanced Standing), in 1957.

Today the Ontario College of Education pursues its traditional task of training secondary school teachers and, in addition, produces numbers of elementary teachers, librarians and research workers. It continues to offer postgraduate courses in Education and administers the University of Toronto Schools.

In 1965, a second Ontario College of Education, affiliated with the University of Western Ontario, will be opened at London and, in 1966, a third College of Education, affiliated with Queen's University, will be opened at Kingston.



NORTHWESTERN PORTION, THE ST. GEORGE CAMPUS, UNIVERSITY OF TORONTO

1. Ontario College of Education
2. Military Studies
3. St. Hilda's College
4. Massey College
5. Varsity Stadium and Arena
6. Gerald Larkin Building
7. Devonshire House
8. Trinity College
9. Royal Conservatory School of Music
10. Royal Ontario Museum
11. Edward Johnson Building
12. Extension Division
13. Law Faculty
14. Food Sciences
15. Queen's Park

Courses	*Begins*	*Ends*
1965		
Initial Eight-Weeks Summer Session (High School Assistants)	June 30	Aug. 21
Completing Seven-Week Summer Session (High School Assistants)	June 30	Aug. 14
Summer Session for Teachers with Professional Training	June 30	Aug. 14
Type A Summer Seminar	July 5	Aug. 13
Home Economics Summer Session for University graduates	July 5	Aug. 13
Home Economics, Intermediate Part I, Part II, and Part III Summer Sessions	July 7	Aug. 10
School Librarianship, Intermediate Part I and Part II Summer Session	July 5	Aug. 13
Commercial—Special Summer Session for Vocational Teachers (C2)	July 5	Aug. 6
—Special Summer Session for Vocational Teachers (C3)	July 5	Aug. 6
Commercial—Completing Course (C2)	July 5	Aug. 6
—Second and Third Summer Session for Vocational Teachers of Commercial Subjects (C3)	July 5	Aug. 6
Commercial—Summer Session for Intermediate Accountancy Parts I & II, Intermediate Secretarial Parts I & II, and Specialist	July 5	Aug. 6
Vocational—Special Summer Session for Teachers of Technical Subjects	June 30	Aug. 13
Occupational—Special Summer Session for Teachers of Diversified Trades	June 30	Aug. 13
Vocational Summer Session for Type A Certificates, Part I and Part II	June 30	Aug. 4
Vocational Summer Session Completing Course for Technical and Occupational Teachers	June 30	Aug. 13
Industrial Arts Specialist Summer Session Type A Parts I and III	June 30	Aug. 4
Industrial Arts re-certification Summer Session, Type B	June 30	Aug. 4
Completing Elementary-School Teachers' Summer Session	July 5	Aug. 6
Physical Education (Girls) Summer Session for Part I and Part II of Intermediate Certificate	July 5	Aug. 6

Physical Education (Girls) Specialist Summer Session	July 5	Aug. 13
Physical Education (Boys) Summer Session for Part I and Part II of Intermediate Certificate	July 5	Aug. 6
Physical Education (Boys) Specialist Summer Session	July 5	Aug. 13
Physical Education (Girls) Special Summer Session	July 5	Aug. 6
Theatre Arts Summer Session	July 5	Aug. 13
Education Summer Session	July 5	Aug. 14
Regular Autumn Term	Sept. 20	Dec. 17

1966

Regular Winter Term	Jan. 3	Apr. 7
Regular Spring Term	Apr. 18	May 30

Dates, Regular Academic Session

1965

September	20	Registration
September	22	Address by the President to the students of all faculties and schools at 3.45 p.m. in Convocation Hall
October	11	Thanksgiving Day
November	11	Remembrance Day Service 10.45 a.m.
December	31	Last day for accepting applications for supplemental practical tests

1966

January	20	Last day for receiving the second instalment of fees
January	31	Last day for accepting applications for supplemental written examinations
April	8	Good Friday
May	2–13	Final Examinations
May 30–June	10	University Commencement

ADMINISTRATIVE STAFF

1964–1965

THE UNIVERSITY

President . . . C. T. Bissell, M.A., Ph.D., D.Litt., LL.D., F.R.S.C.
Vice-President (Academic) . . . M. St. A. Woodside, M.A., LL.D.
Principal of Scarborough College and Vice-President for Scarborough and Erindale Colleges . D. C. Williams, M.A., Ph.D.
Executive Assistant to the President . . . . . J. H. Sword, M.A.
Presidential Advisor on Research Policy . . . G. de B. Robinson, M.B.E., B.A., Ph.D., F.R.S.C.

Registrar . . . . . R. Ross, M.B.E., M.A.
Chief Librarian . . . . . R. H. Blackburn, M.A., B.L.S., M.S.
Director of University Extension . . . . . G. H. Boyes, M.A.

Vice-President (Administration) . . . . F. R. Stone, B.Com., C.A.
Comptroller . . . . . G. L. Court, D.F.C., M.Com., C.A.
Secretary of the Board of Governors . . . . . D. S. Claringbold
Superintendent of Buildings and Grounds . F. J. Hastie, B.Sc., P.Eng.
Chief Accountant . . . . . D. J. Reid

Director of the University of Toronto Press . . . M. Jeanneret, B.A.

Director of Alumni Affairs . . . . . J. C. Evans, B.A.
Director of Information . . . . . K. S. Edey
Director of Development . . . . . R. J. Albrant
Director of Graduate Records . . . . . C. G. M. Grier, E.D., M.A.

Warden of Hart House . . . . . J. McCulley, M.A.
Director of University Health Service G. E. Wodehouse, M.C., M.D., F.R.C.P.
Assistant Director of University Health Service —Women . . . . . Miss F. H. Stewart, B.A., M.D.
Director of the Placement and Housing Services . . . . . J. K. Bradford, O.B.E., M.A.Sc.
Director of Athletics and Physical Education—Men . W. A. Stevens, B.S.
Director of Athletics and Physical Education—Women . Miss Z. Slack, B.A.
Administrator, Students' Administrative Council . R. S. Rawlings, B.A.
Director of Hart House Theatre . . . . . R. S. Gill, M.A.

ADMINISTRATIVE STAFF

1964–1965

THE ONTARIO COLLEGE OF EDUCATION

Dean ..... D. F. Dadson, B.A., B.Ed.
Director of the Department of Educational Research
R. W. B. Jackson, B.A., Ph.D.
Assistant Director of the Department of Educational Research
W. G. Fleming, B.A., Ed.D.
Director of the Department of Graduate Studies
G. E. Flower, M.A., Ed.D., F.C.C.T.
Associate Director of the Department of Graduate Studies
C. C. Pitt, M.A., B.Paed., Ph.D.
Director of the Guidance Centre ..... M. D. Parmenter, M.A.
Director of the Department of Vocational and Industrial Arts Teacher Education ..... R. D. Phillips, B.Sc., M.Ed., P.Eng.
Assistant Director of the Department of Vocational and Industrial Arts Teacher Education ..... A. W. Frizzell, B.A.Sc., P.Eng.
Director of Practice Teaching ..... J. W. Dodd, B.A.
Director, Committee on Advanced Standing H. M. Fowler, B.A., Ed.D.
Associate Director, Committee on Advanced Standing
J. S. Carlisle, B.A., B.Paed.
Librarian ..... Mrs. Katherine Packer, B.A., A.M.L.S.
Registrar ..... Miss A. A. L. Elliott, B.A.

NOTE—Communications to the Ontario College of Education should be addressed to the Registrar, Ontario College of Education, 371 Bloor Street W., Toronto 5.

TEACHING STAFF 1964–65

HIGH SCHOOL ASSISTANTS' COURSE

ART

P. H. Tacon, M.A., B.Paed. ..... *Professor*

CLASSICS

B. C. Taylor, M.A. ..... *Professor*

COMMERCIAL SUBJECTS

A. P. Seggie, B.A. ..... *Professor*
G. A. Reid, B.Comm., B.Ed., M.A. ..... *Associate Professor*

EDUCATIONAL PSYCHOLOGY

H. O. Barrett, B.A., B.Paed., D.Paed. ..... *Associate Professor*

ELEMENTARY EDUCATION

G. E. Tait, B.A., B.Paed., Ed.D. ..... *Professor*

ENGLISH

R. J. McMaster, B.A., B.Ed. ..... *Professor*
J. W. MacDonald, M.A. ..... *Assistant Professor*

FRANÇAIS

J. M. Tessier, B.A. ..... *Associate Professor*

GEOGRAPHY

W. E. Sager, C.D., B.A. ..... *Associate Professor*
R. P. Baine, M.A. ..... *Assistant Professor*

GUIDANCE

M. D. Parmenter, M.A. ..... *Professor*

HEALTH AND PHYSICAL EDUCATION

Miss H. L. Bryans, M.A. ..... *Professor*
J. H. Passmore, B.A., B.P.H.E., B.Ed. ..... *Professor*
J. R. Life, B.P.H.E., M.Ed. ..... *Associate Professor*
Miss Jean M. Stirling, B.A. ..... *Associate Professor*

HISTORY

A. D. Lockhart, M.A. ..... *Professor*
J. C. Ricker, M.A. ..... *Assistant Professor*

HISTORY and PHILOSOPHY OF EDUCATION

J. M. Paton, M.A., D.Paed. ..... *Professor*

HOME ECONOMICS

Miss Helen Finnegan, B.A., M.S. ..... *Associate Professor*

INDUSTRIAL ARTS

A. T. McLachlan ..... *Lecturer*

MATHEMATICS

W. B. MacLean, M.A. ..... *Professor*
D. L. Mumford, B.A. ..... *Associate Professor*

MODERN LANGUAGES

R. J. Jones, B.A., Mus.Bac. ..... *Associate Professor*
G. A. Kirk, M.A., Dip.d'E. ..... *Associate Professor*

MUSIC

K. I. Bray, Mus.Bac., M.M. ..... *Associate Professor*

PSYCHOLOGY AND SOCIOLOGY

A. M. Tough, M.A. ..... *Assistant Professor*

SCHOOL LIBRARIANSHIP

Miss Margaret B. Scott, B.A., B.L.S. ..... *Associate Professor*

SCHOOL ADMINISTRATION AND LAW

D. F. Dadson, B.A., B.Ed. ..... *Professor*

SCIENCE

A. H. Louden, B.A., B.Paed. ..... *Professor*
R. G. Casson, B.Sc. ..... *Associate Professor*

THEATRE ARTS

J. W. Dodd, B.A. ..... *Professor*
Miss E. Crampton, L.U.D., C.S.T.D., I.P.C. ..... *Special Lecturer*

VOCATIONAL COURSE

EDUCATIONAL PSYCHOLOGY

T. H. G. Luther, B.A., B.Ed. ..... *Associate Professor*

ENGLISH

C. H. Wall, B.A. ..... *Assistant Professor*

HISTORY OF VOCATIONAL EDUCATION and SCHOOL LAW

R. D. Phillips, B.Sc., M.Ed., P.Eng. ..... *Professor*
A. M. Hay, B.A. ..... *Assistant Professor*

INDUSTRIAL ARTS

T. H. G. Luther, B.A., B.Ed. ..... *Associate Professor*
E. P. Emerson, B.A., M.Ed. ..... *Associate Professor*
C. Otto ..... *Lecturer*
A. Jameson ..... *Lecturer*
P. J. Briggs ..... *Lecturer*

PRINCIPLES OF TEACHING

A. W. Frizzell, B.A.Sc., P.Eng. ..... *Professor*
F. E. Mason, B.A. ..... *Associate Professor*
D. J. Long, B.A. ..... *Assistant Professor*
W. J. Watson, B.A. ..... *Lecturer*
H. J. Taylor ..... *Lecturer*

TECHNICAL SUBJECTS

A. W. Frizzell, B.A.Sc., P.Eng. ..... *Professor*
F. E. Mason, B.A. ..... *Associate Professor*
D. J. Long, B.A. ..... *Assistant Professor*
E. P. Emerson, B.A., M.Ed. ..... *Associate Professor*
A. M. Hay, B.A. ..... *Assistant Professor*
C. Otto ..... *Lecturer*

GRADUATE STUDIES

G. E. Flower, M.A., Ed.D., F.C.C.T. ..... *Professor*
C. C. Pitt, B.A., Ph.D. ..... *Professor*
A. F. Skinner, M.A., B.Sc., Ph.D., F.E.I.S. ..... *Professor*

Also offering graduate courses are members of other departments within the College and the University and visiting professors from other universities.

EDUCATIONAL RESEARCH

R. W. B. Jackson, B.A., Ph.D., F.R.S.S. ..... *Professor*
W. G. Fleming, B.A., Ed.D. ..... *Professor*
E. B. Rideout, B.A., M.Ed. ..... *Associate Professor*
W. Brehaut, M.A., Ed.D. ..... *Associate Professor*
J. F. Flowers, B.P.H.E., Ed.D. ..... *Associate Professor*
W. R. D'Oyley, B.A., Ed.D. ..... *Lecturer*
Miss D. Ellis, B.A., B.A.Sc., M.Ed., P.Eng. ..... *Lecturer*
Miss K. M. Hobday, M.A. ..... *Lecturer*
Mrs. C. M. Watson, M.A., Ph.D. ..... *Lecturer*
Miss S. K. Wigmore, B.A., B.L.S. ..... *Lecturer and Research Librarian*
Mrs. S. Miezitis, M.A. ..... *Lecturer*

SCHOOLS USED FOR THE PRACTICE TEACHING PROGRAMME

Albion Hills Conservation School	ETOBICOKE
Aldershot High School	BURLINGTON
Alderwood Collegiate Institute	ETOBICOKE
Bathurst Heights Collegiate Institute	NORTH YORK
Bayview Secondary School	YORK CENTRAL
Bedford Park Public School	TORONTO
Bendale Vocational School	SCARBOROUGH
Birchmount Park Collegiate Institute	SCARBOROUGH
Bloor Collegiate Institute	TORONTO
Bramalea Secondary School	BRAMALEA
Brampton High School	BRAMPTON
Burlington Central High School	BURLINGTON
Burnhamthorpe Collegiate Institute	ETOBICOKE
Castle Frank High School	TORONTO
Cedarbrae Secondary School	SCARBOROUGH
Central High School of Commerce	TORONTO
Central Peel Composite School	BRAMPTON
Central Technical School	TORONTO
Crestwood Secondary School	PETERBOROUGH (SUBURBAN)
Danforth Technical School	TORONTO
David and Mary Thomson Collegiate Institute	SCARBOROUGH
Don Mills Collegiate Institute	NORTH YORK
Downsview Secondary School	NORTH YORK
Earl Haig Secondary School	NORTH YORK
Eastdale Vocational School	TORONTO
Eastern High School of Commerce	TORONTO
East York Collegiate Institute	EAST YORK
Emery Collegiate Institute	NORTH YORK
Etobicoke Collegiate Institute	ETOBICOKE
Forest Hill Collegiate Institute	FOREST HILL VILLAGE
George Harvey Secondary School	YORK TOWNSHIP
Gordon Graydon Memorial Secondary School	PORT CREDIT
Harbord Collegiate Institute	TORONTO
Hawkesbury District High School	HAWKESBURY
H. B. Beal Technical and Commercial High School	LONDON

Humber Valley Village Public School	ETOBICOKE
Humberside Collegiate Institute	TORONTO
Huron Street Public School	TORONTO
Jarvis Collegiate Institute	TORONTO
King Edward Public School	TORONTO
Kipling Collegiate Institute	ETOBICOKE
Langstaff Secondary School	YORK CENTRAL
Lawrence Park Collegiate Institute	TORONTO
Leaside High School	LEASIDE
Lorne Park Secondary School	PORT CREDIT
Malvern Collegiate Institute	TORONTO
Midland Avenue Secondary School	SCARBOROUGH
Monarch Park Secondary School	TORONTO
Nelson High School	BURLINGTON
North Albion Collegiate Institute	ETOBICOKE
Northern Secondary School	TORONTO
North Toronto Collegiate Institute	TORONTO
Northview Heights Collegiate Institute	NORTH YORK
Oakwood Collegiate Institute	TORONTO
Orangeville District High School	ORANGEVILLE
Orillia District Collegiate and Vocational Institute	ORILLIA
Ottawa Technical School	OTTAWA
Parkdale Collegiate Institute	TORONTO
Port Credit Secondary School	PORT CREDIT
R. H. King Collegiate Institute	SCARBOROUGH
Richmond Hill High School	YORK CENTRAL
Richview Collegiate Institute	ETOBICOKE
Riverdale Collegiate Institute	TORONTO
Royal York Collegiate Institute	ETOBICOKE
St. Lawrence High School	CORNWALL
Scarlett Heights Collegiate Institute	ETOBICOKE
Silverthorn Collegiate Institute	ETOBICOKE
Streetsville Secondary School	STREETSVILLE
Thistletown Collegiate Institute	REXDALE
Thornhill Secondary School	YORK CENTRAL

Thomas A. Blakelock High School	OAKVILLE
T. L. Kennedy South Peel	COOKSVILLE
University of Toronto Schools	TORONTO
Vaughan Road Collegiate Institute	YORK TOWNSHIP
Victoria Park Secondary School	NORTH YORK
Vincent Massey Collegiate Institute	ETOBICOKE
W. A. Porter Collegiate Institute	SCARBOROUGH
Western Technical and Commercial School	TORONTO
West Hill Collegiate Institute	SCARBOROUGH
Winston Churchill Collegiate Institute	SCARBOROUGH
Woburn Collegiate Institute	SCARBOROUGH
Woodbridge High School	YORK CENTRAL
Yorkdale Vocational School	NORTH YORK
York Memorial Collegiate Institute	YORK TOWNSHIP
York Mills Collegiate Institute	NORTH YORK

GENERAL INFORMATION

1. FACILITIES, HOUSING SERVICE

Students registered for courses in the Ontario College of Education may use the University's library, gymnasium, and athletic fields, and Hart House, under such conditions as obtain with other students. They will also be admitted free to the Royal Ontario Museum, Bloor Street, and to the Toronto Art Gallery, Dundas St., from 9 a.m. to 5 p.m., on presentation of their Admit to Lecture cards.

For the convenience of those students who are not able to find accomodation in the University and College residences, the University maintains a listing of rooming houses, flats, apartments and homes. Information on these rooms may be obtained through the Housing Service office at 581 Spadina Avenue, Toronto 4.

Off-campus housing of this nature is not subject to University regulation; however, every effort is taken to make the information on the accommodation as complete as possible and students are encouraged to assist in this effort by reporting on the quality of the accommodation that they have occupied.

A limited amount of accommodation is offered in exchange for part-time services such as housekeeping or babysitting.

2. COURSES AND INTERIM CERTIFICATES

The College offers courses for the following Ontario Department of Education interim certificates and University of Toronto degrees:

High School Assistant's, Type B.

High School Assistant's, Type A (See Section 25).

Elementary-School Teachers (See Section 27).

Part I of the course for the intermediate in Art (See Section 24).

Part I of the course for the Intermediate in Physical Education (See Section 24).

Part I of the course for the Intermediate in Industrial Arts (See Section 22).

Part I of the course for the Intermediate in Instrumental Music and in Vocal Music (See Section 24).

The Intermediate in Home Economics.

Parts I and II of the course for the Intermediate Accountancy or Secretarial in Commercial Subjects.

Part I of the course for the Intermediate in School Librarianship.

Course for the Theatre Arts.

Course for Elementary Guidance Certificate.

Vocational, Type B.
Vocational, Type A.
Intermediate in Industrial Arts.
Specialist in Industrial Arts.
Course for the degree Bachelor of Education (postgraduate).
Courses under the School of Graduate Studies for the degrees of Master of Education, Doctor of Education, Master of Arts, Master of Philosophy and Doctor of Philosophy.

The following grades of *certificates* qualify the holders for teaching academic subjects in High Schools and Collegiate Institutes:

An Interim High School Assistant's Certificate, Type B, which qualifies the holder for five years as an Assistant.

A Permanent High School Assistant's Certificate.

An Interim High School Assistant's Certificate, Type A, which qualifies the holder for five years as an Assistant.

A High School Specialist's Certificate which qualifies the holder to be head of a Department.

Requirements for the above certificates:

For an Interim High School Assistant's Certificate, Type B; the completion of a professional course of training for this certificate at the Ontario College of Education.

For a Permanent High School Assistant's Certificate: the Interim High School Assistant's Certificate, Type B, and two years' successful teaching experience in Ontario in a secondary school or in Grades IX or X of a Public or Separate School.

For an Interim High School Assistant's Certificate, Type A: the completion of a professional course of training for this certificate at the Ontario College of Education.

For a High School Specialist's Certificate: an Interim High School Assistant's Certificate, Type A, and two years' successful teaching experience in Ontario in the subject or subjects covered by the Interim High School Assistant's Certificate, Type A.

The holders of Interim High School Assistants' Certificates, Type B, or permanent High School Assistants' Certificates may secure Interim High School Assistants' Certificates, Type A, under the conditions outlined in Section 18 of this calendar.

For certificates in Vocational Training and in Industrial Arts, see Section 75.

3. LETTER OF STANDING

A candidate who has fulfilled the requirements for admission to the course leading to the Interim High School Assistant's certificate, Type B, and who is exempted by the Minister of Education from attendance at the Ontario College of Education on account of equivalent training in other provinces of Canada, may be granted a *Letter of Standing* by the Minister valid, for not more than one year from the date of issue, in a secondary school, or in Grades IX and X of an elementary school.

Before being granted a Letter of Standing an applicant must submit a certificate from a competent authority that he is a Canadian citizen.

On the statement of the Principal that the candidate has taught successfully for one year under the authority of a Letter of Standing, he may be recommended by the Inspector concerned for the Interim High School Assistant's certificate, Type B.

4. SESSION

Enrolment will take place at 9 a.m., Monday, September 20. The Autumn Term will end December 17, at 5 p.m., and the Winter Term will begin January 3 at 9 a.m. The Spring Term will begin April 18 and end May 13.

5. ATTENDANCE AND LANGUAGE REGULATIONS

Regular attendance on the part of candidates for Provincial certificates is indispensable, except for such as are exempt from attendance under the regulations of the Department of Education, and for such as are permitted by the Dean to act, after Christmas, for not more than a total of one week, as occasional teachers in the schools of Ontario.

Students who are unduly deficient in scholarship, or whose attendance or progress is unsatisfactory or who show evidence of inability to speak English fluently enough to conduct a class in an Ontario secondary school, may be dismissed from attendance by the Council of the College at any time during the session.

On the Dean's report to the Minister of Education as to the physical unfitness of a student for training for a Provincial certificate as a teacher, the Minister may require a special medical examination of such student, and, as a result thereof, may direct that he be dismissed from attendance.

6. FEES

For the High School Assistants' Course, Type B, and Vocational and Industrial Arts Courses.

Academic Fee	Incidental Fees	Total Fee (if paid in one instalment)	First Term Instalment due Oct. 1	Second Term Instalment due Jan. 20
		Men		
$200	$53	$253	$153	$103
		Women		
$200	$28	$228	$128	$103

NOTES: The Academic Fee (which includes the examination and University Library fees) and the Incidental Fees are to be paid to the UNIVERSITY OF TORONTO. After January 20, an additional deferred payment fee of $3 per month shall be imposed until the whole amount is paid.

The fee is the same for the Session after Christmas as for the regular College Session.

Incidental Fees include the following fees:
For men—Hart House; Students' Administrative Council; Athletic; Health Service; and such medical examinations as may be required for admission to the College. For women—Students' Administrative Council; Athletic; Health Service; and such medical examinations as may be required for admission to the College.

An additional charge of $3 is made for payment of fees in two instalments.

A late registration fee of $10 will be assessed against any student who registers after the last date for normal registration in his or her faculty or school.

There is no additional fee for High School Assistants' course, Type A, or for a Supplementary course when taken concurrently with the High School Assistants' course, Type B.

For Supplemental Examinations:

Fee for examination in one subject of any course when repeated in a subsequent Session, $10.

For Summer Courses:

Initial Eight-Week Summer Course	$155
Completing Seven-Week Summer Course	80
Summer Session for Teachers with Professional Training	155
Type A Seminars	75

Intermediate Home Economics Summer Courses:

Intermediate, Parts I, II and IV, each	50
Intermediate for graduates	75

Commercial Summer Courses:

Intermediate, Parts I and II, each	50
Specialist	50
Vocational-Commercial, each	75
Supplemental examinations, per subject	5

Industrial Arts Summer Courses:

Intermediate, Part I	50
Specialist, Parts I and III, each	50

Vocational Summer Courses:

Type B for holders of H.S.A., Type B certs.	50
Type A, Parts I and II, each	50
Occupational Trades and Re-certification, each	50
Emergency for Type B, Parts I and II, each	120

School Librarianship Summer Course:

Intermediate, Parts I and II, each	50
Theatre Arts	75
Elementary-School Completing Course	25

Physical Education Summer Courses:

Men, Intermediate Parts I and II, each	50
Men, Specialist	75
Women, Intermediate Parts I and II, each	50
Women, Specialist	80
Special Course in Teaching Physical Education for Women	50

The incidental fees required of students in the regular session shall not be required of students in these summer sessions.

7. EXAMINATIONS

No candidate will be permitted to take more than twice any final examination, or part thereof, for any certificate listed in this calendar, except by permission of the Revising Board.

APPEALS. The answer papers of the final examinations of all unsuccessful candidates for Provincial certificates are re-read by the examiners, and the results of the first reading reconsidered before a decision to reject is reached. Despite this fact any unsuccessful candidate may have his case considered a third time if within two weeks after the announcement of the results he lodges with the Minister of Education his appeal, with a statement of the grounds on which it is based, and with a fee of $10 payable to the Provincial Treasurer. The fee will be refunded if the appeal is sustained.

8. SCHOLARSHIPS, PRIZES, BURSARIES, LOANS

As the value of an endowed scholarship or prize is dependent on the actual income of the fund, it is possible that the value of certain scholarships and prizes at the time of payment may be less than the amount stated in the calendar.

In those cases where the amount of the award is not payable from income earned on an endowed fund, payment will be dependent on the receipt of the amount of the annual award from the donor.

THE HUGH W. BRYAN MEMORIAL SCHOLARSHIP OF THE ONTARIO SECONDARY SCHOOL TEACHERS' FEDERATION

The Ontario Secondary School Teachers' Federation has founded an annual scholarship of the value of the interest on $2,000 in memory of a former President of the Federation, Dr. Hugh W. Bryan. This scholarship will be awarded by the Bryan Memorial Scholarship Committee of the Federation, at the close of each session and after the receipt of a report from the Council of the College of Education, University of Toronto, to the student in regular attendance throughout the session in the High School Assistants' Course who has shown "the most outstanding qualities of scholarship, teaching ability, and character."

THE PAKENHAM MEMORIAL PRIZE

As a memorial to Dr. William Pakenham, Dean of the Ontario College of Education from 1907 to 1934, the teachers of Ontario have founded

an annual Memorial Prize of the value of the interest on $1,000. The Prize will be in the form of books stamped with the Coat of Arms of the University of Toronto, and will be awarded to the student who obtains the highest standing, as reported in the annual returns of the College, in the subjects of Part I of the High School Assistants' course, Type B, and in Practice Teaching.

THE JOHN THOMAS CRAWFORD MEMORIAL SCHOLARSHIP

Mrs. J. T. Crawford has established an annual scholarship of $150 in the University of Toronto in memory of her husband, the late Professor John Thomas Crawford.

The scholarship, known as the John Thomas Crawford Memorial Scholarship, will be awarded to the candidate in the honour course in Mathematics and Physics in the University of Toronto who stands highest in the final examinations of the fourth year among those who proceed to the Ontario College of Education, University of Toronto. The Scholarship will be paid on the successful completion of the fall term of the College of Education.

If no graduate of the Mathematics and Physics course attends the College the highest qualified candidate from the Physics and Chemistry course or from the Engineering Physics course, taken in that order, will be awarded the scholarship when other conditions are satisfied.

THE DU PONT OF CANADA SCHOLARSHIPS FOR PROSPECTIVE SCIENCE OR MATHEMATICS TEACHERS

Du Pont of Canada Limited offers to the University of Toronto five grants of $1,500 each to be used to help attract competent Science or Mathematics graduates into the teaching profession. Both men and women are eligible. The award is increased by $600 for male married students.

To be eligible for a Du Pont of Canada Scholarship the student must have graduated or be about to graduate from an honours course in Science or Mathematics or from a course in which Science or Mathematics has been a major subject. The student must agree to enroll at the Ontario College of Education, University of Toronto, for the following academic year for training as a secondary school Science or Mathematics teacher.

Alternatively, the faculty may award a $1,500 scholarship to a Science or Mathematics specialist already teaching in a secondary school and whose ability to teach Science or Mathematics would be improved by a year's postgraduate work. The faculty may also use one grant of $1,500 to award five summer scholarships of $300 each to secondary school teachers for additional training in Science or Mathematics.

These scholarships are tenable for the academic year 1965–66 and for the summer of 1965. Detailed information and application forms are available from the Registrar, Ontario College of Education, University of Toronto, 371 Bloor Street West, Toronto 5. Completed applications must be received by the Registrar not later than April 5.

THE POLYMER CORPORATION SCHOLARSHIP IN SCIENCE AND/OR MATHEMATICS

The Polymer Corporation Limited of Sarnia, Ontario, has established a scholarship of $750 to increase the supply of teachers qualified to teach Science or Mathematics in secondary schools.

The applicant must be a resident of the Province of Ontario who has graduated in the past five years with a degree in Arts or Science from a Canadian university. The applicant must have Canadian citizenship or have declared intent to obtain this. Candidates must be prepared to teach Mathematics and/or Science in a secondary school in Canada upon completion of the 1965–66 regular session of the Ontario College of Education, University of Toronto. Application forms are available from the Registrar, Ontario College of Education, 371 Bloor Street West, Toronto 5, or from the Secretary, Scholarship Committee, Polymer Corporation Limited, Sarnia, Ontario. Completed applications must be received not later than April 5, by the Secretary, Scholarship Committee, Polymer Corporation Limited.

THE CONFEDERATION LIFE ASSOCIATION SCHOLARSHIP IN MATHEMATICS OR MATHEMATICS AND PHYSICS

The Confederation Life Association has established a scholarship of $500 to attract honour graduates in Mathematics or in Mathematics and Physics into the teaching profession. The applicant must be a graduate of a Canadian university and must agree to attend the 1965–66 session of the Ontario College of Education, University of Toronto, to qualify for a Type A certificate in Mathematics or Mathematics and Physics.

Application forms are available from the Registrar, Ontario College of Education, 371 Bloor Street West, Toronto 5, or from the Head of the Department of Mathematics or Physics at the student's university.

The completed application forms must be received by the Registrar, Ontario College of Education, University of Toronto, before April 5.

THE CANADIAN MATHEMATICAL CONGRESS SCHOLARSHIPS

The Canadian Mathematical Congress, the national organization of mathematicians, awards annually scholarships of $300 to honours graduates in mathematics from Ontario universities to aid them in attending the Ontario College of Education, University of Toronto, as candidates for Type A certificates in Mathematics. Two scholarships are allotted to the University of Toronto and one each to Assumption University, Carleton University, McMaster University, Queen's University, University of Ottawa and University of Western Ontario.

The awards are made by the various universities. Application should be made to the head of the Department of Mathematics at the student's university. Awards of $150 may be made to students who wish to qualify for admission to the Type A course in Mathematics through summer courses. In such cases the award is made for the first summer only. Appli-

cations should be made to the Head of the Department of Mathematics at the candidate's university. He must submit these applications to the Canadian Mathematics Congress.

THE ONTARIO HOME AND SCHOOL BURSARY

The Ontario Federation of Home and School Associations offers a bursary of $500 to assist a deserving student to attend the Ontario College of Education, University of Toronto, during the 1965–66 regular session.

The applicant must be a graduate of a recognized university in either a four-year Honour course in Arts, or a three-year General course in Arts.

This award is made on a competitive basis, bearing in mind the financial need of the applicant. The applicant must have displayed qualities of leadership and good character.

Application forms are available from the Registrar, Ontario College of Education, University of Toronto, 371 Bloor Street West, Toronto 5. The completed applications must be received by the Registrar not later than April 1.

THE LAURA L. OCKLEY SCHOLARSHIP IN HOME ECONOMICS

Former students of Miss Laura L. Ockley, who was in charge of the training of Home Economics teachers in the University of Toronto from 1912 to 1943, have founded in her honour an annual scholarship of the value of $100. This scholarship will be awarded at the close of the session to a student in regular attendance in the High School Assistants' course, Type A, in Home Economics, or in the Intermediate Home Economics course, who has shown the most outstanding qualities of "scholarship and teaching ability in Home Economics and leadership in human relations." Awards over a period of years will be made to students of the High School Assistants' courses, Type A, in Home Economics, and of the Intermediate Home Economics course in proportion to the registration in these courses during that period.

ZONTA BURSARY—THE NELLIE LYLE PATTINSON AWARD

The Zonta Club of Toronto offers an annual bursary of $200 to a student registered in Home Economics in a teacher training institution. The award will be made not later than January 1 to an applicant who shows reasonable evidence of need, standing as a superior student and potential ability as a teacher.

ZONTA LOANS—Loans up to $250 are available to women students who show reasonable evidence of need. Application should be made to Miss Dorothy Thompson, 107 Woodlawn Ave., W., Toronto 7.

THE ANNE W. CAMERON MEMORIAL AWARD

The Home Economics Section, Ontario Educational Association, has established scholarships in memory of the late Miss Anne W. Cameron, Inspector of Home Economics, Ontario Department of Education, as follows:

An award of $200 annually to a graduate from an Honour Course in Home Economics in an Ontario university who attends the Ontario College of Education, University of Toronto, to obtain a High School Assistant's Certificate, Type A, Home Economics.

An award of $100 annually to a student enrolled at either the Ontario College of Education, University of Toronto, or the Toronto Teachers' College in a course leading to the Intermediate Certificate in Home Economics. These awards will be made on the basis of scholastic achievement prior to entrance to a teacher training institution. Applications, including a transcript of the college record, should be sent to the permanent chairman, Anne Cameron Memorial Award, Miss Marion Penhale, George Harvey Secondary School, 1700 Keele Street, Toronto.

ONTARIO COLLEGE OF EDUCATION FELLOWSHIPS

Every student who is admitted to a Type A course in a regular session at the Ontario College of Education commencing September, 1965, will be eligible for an Ontario College of Education Fellowship with the value of $500. Details will be given on registration.

CANADA STUDENT LOANS PLAN

This Plan, instituted by the Federal Government in 1964, was introduced to provide loans to supplement the resources of a student and/or the parents where, in the absence of such aid, a student would be unable to pursue a post-secondary education. A student should apply for a loan under this Plan for only the funds needed, over and above those from his own resources and/or those of his family, to enable him to continue his studies. The institution to which application is made will determine the amount of loan required in each case.

Borrowers under this Plan are required to repay principal and to pay interest, but no payments are required so long as the student is in full-time attendance at an eligible institution and for six months thereafter. Interest charges during this period are paid by the Federal Government who also guarantees the loan principal. After the interest-free period, repayment of principal and simple interest charges at 5¾% on the outstanding balance are required in regular monthly payments to the bank from the borrower. The maximum amount which may be advanced under this Plan to one student is $1,000.00 in one year (ending June 30). The maximum total indebtedness under this Plan is $5,000.00.

Application should be made in the first instance to the Registrar, Ontario College of Education. When a loan is approved, the institution will issue a Certificate of Eligibility which authorizes the student to make arrangements for the loan with any branch of any chartered bank in Canada.

9. HART HOUSE

All men students are required to become members of Hart House.

10. THE UNIVERSITY HEALTH SERVICE

Facilities: Health Service (Men), 256 Huron Street, 928-2459
Health Service (Women), 256 Huron Street, 928-2456

Any student may consult a Staff Physician at the Health Service 9.00 a.m. to 5.00 p.m., Monday to Friday, and 9.00 a.m. to 12.30 (Men) and 12.00 noon (Women) Saturday, while the University is in session

The University does not accept any responsibility for injuries sustained by students while engaged in physical education classes or in university athletic activities, but through the Health Service provides for treatment within the following limits: minor injuries are treated at its offices; treatment for more serious injuries will be provided if such treatment is given under direction and care of staff retained by the Health Service. Treatment is limited to students who suffer accidents while engaged in and which arise out of University physical education classes and athletic activities.

COURSE FOR THE HIGH SCHOOL ASSISTANT'S CERTIFICATE, TYPE B

11. CONDITIONS OF ADMISSION

Except as provided below, an applicant for admission to the course for an Interim High School Assistant's certificate, Type B, shall make application not later than August 31, to the Registrar of the Ontario College of Education on an official form to be obtained from the Registrar, and must submit with this application:

A certificate of birth. (If not born in Canada, a certificate from a competent authority that he is a Canadian citizen or a Declaration of Intention to become a Canadian citizen. This is in accordance with the Department of Education Act, 1954. An applicant must be at least 20 years of age before October 1 of the year in which he applies for admission.)

His transcript in duplicate and certificate of graduation as Bachelor or Master of Arts, Bachelor or Master of Science, Bachelor of Commerce, Bachelor of Science in Agriculture, Bachelor of Applied Science, Bachelor of Household Science, Bachelor of Music (in the Music Education Course, University of Toronto), or Bachelor of Physical and Health Education, from a university, after a regular university course, approved by the Minister of Education as to admission requirements and as to content of the undergraduate courses. The University course should include a minimum of 21 credits in at least two subjects that provide background for secondary school teaching.

Although 15 credits in the subject are required to choose one of Economics, Geology, Political Science, Psychology and Sociology as an option, no more than 6 credits in all in such subjects will be allowed as part of the 21 credits required for admission.

Although 15 credits in the subject are required to choose the Intermediate Home Economics, no more than 6 credits will be allowed as part of the 21 credits required for admission.

A candidate whose university course includes 15 credits in Art, Music, or Physical Education will be allowed 6 credits as part of the 21 credits required for admission.

Candidates who possess the academic requirements for Type A certificate in Geology, Geology and Geography, Political Science, Economics, Political Science and Economics, or in Psychology and Sociology will be considered to meet the requirements for admission.

A credit is defined as one lecture hour a week throughout the academic year in a regular university course beyond the Grade XIII standard.

Two laboratory hours throughout the year also constitute a credit. Not more than two credits are allowed for a laboratory course. Graduates of the University of Toronto should ask the Secretary of the Faculty of Arts to send the transcripts direct to the Ontario College of Education.

No candidate will be admitted whose teaching certificate has been cancelled or suspended.

Should a candidate for admission give evidence of his inability to speak English fluently enough to conduct a class in an Ontario secondary school, or should he for any other reason appear to be a poor prospect for the teaching profession, he may be asked to meet an Advisory Committee appointed by the Dean. On the recommendation of this Committee the candidate may be refused final admission.

If an applicant, resident in Ontario, is rejected because of a decision of the Advisory Committee appointed by the Dean, the applicant's fee will be refunded and the actual cost of transportation from the Ontario College of Education to the applicant's home will be paid by the College.

An applicant for admission to this course who is not a candidate for a certificate of the Ontario Department of Education must comply with such conditions of admission as the Council of the Ontario College of Education may determine.

Candidates eligible for admission to the Summer Session for Teachers with Professional Training may, if they prefer, attend a Regular Session of the College or a Regular Session from January to May, in order to secure a High School Assistant's certificate, Type B. (See Section 77).

REQUIREMENT FOR CHOICE OF ACADEMIC OPTIONS IN H.S.A. TYPE B COURSE

Commencing July 1, 1968, candidates choosing options among English, Français, History, Geography, Mathematics, Biology, Chemistry, Physics, Latin, French, will be required to submit to the Registrar, Ontario College of Education, evidence of successful completion of at least two university courses equivalent to six credits as defined in the Calendar of the Ontario College of Education in each of the selected subjects.

12. TEXT-BOOKS

For Observation and Practice Teaching students should supply themselves with copies of all necessary school text-books.

13. PROGRAMME OF STUDIES

The course of training leading to the High School Assistant's certificate, Type B, consists of two parts as follows:

PART I: Professional courses, including History and Philosophy of Education, Educational Psychology, and School Management and Law.

Courses in the curriculum, principles and procedures of teaching any *three* of the following:

English
Français
History
Geography
Mathematics
Science
Latin
French
German
Greek
Spanish
Italian
Russian

Political Science, or Economics, or Geology, or Psychology and Sociology. Intermediate Art, Part I; or Intermediate Physical Education, Part I; or Intermediate Vocal Music, Part I and/or Intermediate Instrumental Music, Part I; or Intermediate Commercial Accountancy or Secretarial, Part I; or Intermediate Industrial Arts, Part I; or Intermediate School Librarianship, Part I; or Elementary-School Teachers', Part I; or Intermediate Home Economics; or Theatre Arts; or Elementary Certificate in Guidance.

Notes:

Some candidates may be permitted to select Parts I and II of the Intermediate Commercial certificates as *two* of the required three options. Such candidates must select at least one other option from English, History, Geography, Mathematics, Science, Latin, French, Français, German, Political Science, Economics, Geology and Psychology and Sociology.

In lieu of a course in the principles and procedures of teaching, a candidate may take an undergraduate course offered in the appropriate Faculty or School of the University of Toronto, in a subject related to one of the other two options selected. He may take such a course only with permission of the Dean and provided that suitable arrangements can be made with the appropriate University department. A candidate permitted to take such a course will be registered in the appropriate Faculty or School as a Special Student and will become subject to the regulations and standards of the Faculty or School for admission to and successful completion of his course. Tuition fees for candidates permitted to take University of Toronto courses as Special Students will be paid by the College.

Candidates for High School Assistants' certificates, Type A, in selecting their subjects from those listed above must include the corresponding subject or subjects of the High School Assistants' Course, Type A.

Admission to the Supplementary Course leading to the Elementary

Certificate in Guidance will be by permission of the Professor of Guidance and restricted to 25 to 30 candidates in the 1965–66 session. For admission to this course, university courses in Psychology, Economics, Sociology and related fields are an advantage and also experience in counselling, personnel and social work.

German, Spanish, Greek, Russian and Italian may be chosen only by candidates for the High School Assistants' certificates, Type A, except by permission of the Dean.

Candidates should not choose French unless they have oral proficiency in the language, and have a thorough knowledge of phonetics, French grammar, and syntax.

Candidates should not choose Français unless it is their native language. Français is a subject in schools where French is the language of instruction.

Candidates should not choose Science without having taken university courses in Science.

Candidates may not choose Political Science who have not taken 15 credits in this subject in their undergraduate programme.

Candidates may not choose Economics who have not taken 15 credits in this subject in their undergraduate programme.

Candidates may not choose Geology who have not taken 15 credits in this subject in their undergraduate programme.

Candidates may not choose Psychology and Sociology who have not taken 15 credits in Psychology and/or Sociology in their undergraduate programme.

Candidates for the High School Assistant's Certificate, Type A, in Political Science and Economics may choose both of these subjects of the High School Assistants' course, Type B.

PART II: Observation and Practice Teaching.

Students will be required to do observation and practice teaching for a series of nine or ten weeks in selected schools during the session.

14. EXAMINATIONS

The final standing of students in attendance will be determined by the combined results of the sessional records and the records of the final examinations in the subjects of Part I, and by the results of the records of the Observation and Practice Teaching of Part II.

At the final examinations in Part I, each paper in the academic subjects will contain questions in methodology, which will test also the candidate's academic knowledge, and, if his sessional records and his answers to these questions show that his academic knowledge is defective, he will be rejected on this ground alone.

15. INTERIM CERTIFICATES

A student who obtains 50% of the marks in each of the required subjects of Part I and an average mark of 50% in each of the divisions of Part II, may, on the recommendation of the examiners, be awarded by the Minister of Education a High School Assistant's certificate, Type B.

A student who passes in Part II and fails in not more than two of the required subjects of Part I, of which only one may be a course in the principles and procedures of teaching, will be exempted from further attendance.

All other students who have failed to obtain the necessary final standing will be required to attend another regular session, or the two special summer courses leading to the High School Assistant's certificate, Type B.

16. SUPPLEMENTAL EXAMINATIONS

Candidates who failed at an examination under former regulations and who were exempted from subsequent attendance at the Ontario College of Education shall take, not later than a date determined in each case by the Minister of Education, the final examination papers as prescribed herein, but their standing shall be determined in the subjects as constituted under the regulations in force when they first wrote.

Candidates exempt from attendance may write their examinations at the Ontario College of Education, Toronto, or at one of the Provincial Teachers' Colleges outside of Toronto or, in the case of candidates who live in Provincial Districts, at approved local centres where inspectors of schools are available as presiding officers. Application for written examinations must be made by January 31. This regulation applies to both Type B and Type A candidates.

Type A candidates exempt from attendance will take their supplemental practical tests at the Ontario College of Education, Toronto, or in special cases, at local centres under the supervision of the visiting Provincial Inspector. The conditions that determine these cases may be learned from the Registrar of the Ontario College of Education on application at the beginning of the session. Since the practical tests are final examinations, the results will be released at the same time as the results of the final written examinations of the Ontario College of Education. Application for practical tests must be made by December 31. This regulation applies to both Type B and Type A candidates.

Should a student fail a second time in either or both of his supplemental examinations, he may be admitted to the Summer Course for Teachers with Professional Training in a subsequent year, choosing different options if he so wishes, or he may be asked to withdraw from teaching altogether at the direction of the Revising Board.

17. ENDORSEMENT OF THE HIGH SCHOOL ASSISTANT'S CERTIFICATE, TYPE B

A candidate who has obtained second class standing, or better, in approved university courses to a total of 15 credits in one of the secondary school academic subjects, or 24 credits in two related subjects, and who completes a year of successful teaching subsequent to the date of his Type B certificate in such subject(s) is eligible for endorsement of his Type B certificate. A candidate must apply to the Committee on Advanced Standing, Ontario College of Education, for approval of his credits and subsequently to the Registrar, Ontario Department of Education, for endorsement.

COURSES FOR HIGH SCHOOL ASSISTANTS' CERTIFICATES, TYPE A

18. CONDITIONS OF ADMISSION

Applicants for admission to the courses for High School Assistants' certificates, Type A, shall also be applicants for admission to the course for the High School Assistant's certificate, Type B. No candidate will be awarded a High School Assistant's certificate, Type A, *before* he has been awarded a High School Assistant's certificate, Type B.

A candidate for a High School Assistant's certificate, Type A, who is also a candidate for admission to the course for a High School Assistant's certificate, Type B, shall comply with the conditions for admission prescribed for candidates for the High School Assistant's certificate, Type B, and shall submit evidence of the required standing in the final or graduation courses approved by the Minister of Education.

ACADEMIC REQUIREMENTS FOR COURSES LEADING TO TYPE A CERTIFICATES

Commencing July 1, 1969, Type A agreements between the Department of Education and the universities will terminate. After that date, all candidates for Type A courses will be admitted on the basis of transcripts evaluated by the Committee on Advanced Standing in accordance with the provisions of Department of Education Circular 649. It should be observed that this change in procedure will not affect students enrolling in Ontario universities in September, 1965; it will affect those enrolling in September, 1966.

19. COURSES

Courses will be offered for Interim High School Assistants' certificates, Type A, in:

English
English and French
English and German
English and Latin
English and Spanish
English and Russian
English and History
Geography
Geology
Geology and Geography
History
Political Science
Economics
Political Science and Economics

Psychology and Sociology
French Language and Literature
French and German
French and Italian
French and Spanish
French and Russian
Classics
Latin and French
Latin and Greek
Latin and Italian
Mathematics
Mathematics and Physics
Science
Physics and Chemistry
Physics and Biology
Chemistry and Biology
Chemistry
Biology
Physics
Home Economics

Under conditions defined in Section 26, courses leading to High School Assistants' certificates, Type A, will be offered in:
Physical Education
Art
Instrumental Music
Vocal Music

A course leading to a Specialist Certificate in Commercial subjects is also offered.

20. EXAMINATIONS

Subject to the condition that no student may be awarded a High School Assistant's certificate, Type A, who does not already hold or is not also awarded a High School Assistant's certificate, Type B, the final standing of students in attendance in the High School Assistants' courses, Type A, will be determined by the records of the Practice Teaching in the department or subject concerned, and by the combined results of the sessional records and the records of the final examinations in the same department or subject. The records of the final examinations will be based upon two examination papers taken in each department at the close of the session.

21. CERTIFICATES

On the recommendation of the examiners the Minister of Education may grant the High School Assistants' certificates, Type A, referred to in Section 19 to students in attendance who have fulfilled the conditions of the course for the High School Assistant's certificate, Type B, and in their High School Assistants' course, Type A, have obtained 66% in the final examinations (including sessional records) and 66% of the marks assigned to the Practice Teaching.

SUPPLEMENTARY COURSES

22. COURSES

Students in attendance in the High School Assistants' course, Type B, may take also one course in addition to the Type B course leading to one of the following supplementary certificates:

Part I of the Intermediate Physical Education certificate
Part I of the Intermediate Art certificate
Part I of the Intermediate Vocal Music certificate
Part I of the Intermediate Instrumental Music certificate
Part I of the Intermediate Accountancy or Secretarial Commercial certificate
Part I of the Intermediate Industrial Arts certificate
Intermediate Home Economics certificate
Part I of the Intermediate School Librarianship Certificate
Theatre Arts
Part I of the Elementary-School Teacher's Certificate
Elementary Certificate in Guidance

Notes:

Students taking the High School Assistants' courses, Type A, in Physical Education, Art, Vocal Music, Instrumental Music, or Home Economics must take Part I of the Intermediate course, or in the case of Home Economics, the Intermediate course as an optional subject in the Type B course.

A candidate who selects Vocal Music as an optional subject of the High School Assistants' course, Type B, may, with the approval of the instructor, choose Instrumental Music as a supplementary course.

These certificates may be completed in summer sessions.

A candidate who selects Commercial as an option requires no previous training. Instruction is given to beginners in typing and either bookkeeping or shorthand. The beginners' course is open to anyone not taking a Type A course.

Students must select either the work of the Intermediate Accountancy or the Intermediate Secretarial course in Commercial Subjects.

A candidate who selects Part I of the Intermediate Accountancy or Secretarial Commercial course will take two other options and will be required to attend one additional summer to qualify. A candidate who selects Parts I and II will take only one other option and will not be required to attend summer school to qualify.

Admission to the course for the Intermediate Home Economics cer-

tificate is restricted to students who submit evidence of graduation with a standing not lower than 60% in the Home Economics of the final year from a University programme with at least five courses in Home Economics.

Admission to the Intermediate Instrumental Music course will be restricted to candidates for Part I of the Intermediate Vocal Music certificate.

Course for Part I of the Intermediate School Librarianship certificate. Part II may not be taken in the Summer immediately following a Regular Winter Session.

Course for Part I of the Elementary-School Teachers' certificate. This course requires a Completing Summer Session before the candidate will be recommended for the certificate.

23. EXAMINATIONS OF SUPPLEMENTARY COURSES

PHYSICAL EDUCATION:

Practical Tests:

FOR WOMEN: Fundamental Movements, Dance, Gymnastics, Games.

FOR MEN: Gymnastics, Games, Swimming.

Written Examination:

Theory, Methods and Materials.

ART:

Practical Tests:

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering.

Written Examinations:

Theory and History of Art; Methods of Teaching Art.

VOCAL MUSIC:

Practical Tests:

Sight Singing and Ear Training, Voice Training and Song Material, Conducting.

Written Examinations:

Rudiments of Music and Music Appreciation; Methods.

INSTRUMENTAL MUSIC:

Practical Tests:

Sight Singing and Ear Training; Technical Training; Conducting.

Written Examination:

Methods.

COMMERCIAL SUBJECTS

INTERMEDIATE ACCOUNTANCY:

PART I:

Practical Test:

Typewriting.

Written Examinations:

Bookkeeping; Typing Methods; Bookkeeping Methods; Business Practice Methods.

PART II:

Practical Test:
Office Practice.
Written Examinations:
Business Law *and* Business Arithmetic.

INTERMEDIATE SECRETARIAL:

PART I:

Practical Test:
Typewriting.
Written Examinations:
Shorthand Theory, Shorthand Methods; Typing Methods; Business Practice Methods.

PART II:

Practical Test:
Shorthand Practice; Office Practice.
Written Examinations:
Business Law *or* Business Arithmetic.

INDUSTRIAL ARTS:

Practical Tests:
Draughting; Woodworking; Sheet Metal Work; Machine Shop Practice.
Written Examination:
Methods of instruction and class organization of the General Shop.

HOME ECONOMICS—INTERMEDIATE COURSE:

Term Work:
Applied methods and problems in Secondary School courses.
Written Examinations:
Theory and Methods, Parts I and II.

SCHOOL LIBRARIANSHIP:

Practical Tests:
Classification and Cataloguing; Reference Work and Book Selection; School Library Administration.
Written Examinations:
School Librarianship (Reference Work, Book Selection, School Library Administration, School Library Programme and Methods of teaching the use of books and libraries in the secondary school); Classification and Cataloguing.

THEATRE ARTS:

Practical Tests:
Production of one-act plays and scenes from longer plays; Voice Production; Stagecraft; Group Discussion Techniques.
Written Examination:
Methods of teaching Theatre Arts in a secondary school.

GUIDANCE:

Practical Tests:
Interviews; Test Administration.
Written Examinations:
Basic Principles and Current Practices in Guidance.

24. CERTIFICATES FOR SUPPLEMENTARY COURSES

On the recommendation of the examiners the Minister of Education may grant Part I of an Intermediate certificate in Art, Commercial Subjects, Physical Education, Vocal Music, Instrumental Music, School Librarianship, or Industrial Arts Part I, or an Intermediate certificate in Home Economics, or a certificate in Theatre Arts, or an Elementary Certificate in Guidance, as the case may be, to a student in the course for a High School Assistant's certificate, Type B, provided that the said student is awarded a High School Assistant's certificate, Type B, and obtains a minimum of 50% of the marks assigned to Practice Teaching and a minimum of 60% of the marks assigned to each subject of the written examinations and practical tests. A student in a supplementary course who obtains a minimum of 50% of the marks assigned to Practice Teaching, a minimum of 50% of the marks assigned to each subject of the written examinations and term work will meet the requirements of the High School Assistants' course, Type B, as far as the supplementary course as an optional subject is concerned, but will not be awarded a certificate, or standing, as the case may be, unless he obtains a minimum of 60% in each subject of the written examinations and practical tests.

The Dean will investigate the claims of the candidates for Part I of the Intermediate certificate in Physical Education who report themselves as unable for physical reasons to take the course in swimming, provided that such claims are presented to the instructor on a form and after a manner defined by the Minister of Education. Candidates who are exempted by medical certificate from the course in swimming and candidates who have failed to obtain pass standing in the course in swimming may be awarded Part I of the Intermediate Physical Education certificate endorsed "not including swimming".

On the recommendation of the examiners, the Minister of Education may permit candidates in the supplementary courses indicated below who have been awarded High School Assistants' certificates, Type B, and have obtained 50% of the marks assigned to Practice Teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

In Physical Education or Industrial Arts or Home Economics or Guidance, candidates who fail in the written examinations, but pass in all the subjects of the practical tests may complete their standing by passing in the written examination at a subsequent examination without further attendance; candidates who pass in the written examination but fail in one or more of the subjects of the practical tests may complete

their standing by passing in the subjects concerned at a subsequent Summer Session under conditions to be determined by the Principal of the Summer School or by arrangement with the Ontario College of Education. All other candidates who fail shall repeat the course for standing or certificate.

In Art or Vocal Music or Instrumental Music or School Librarianship or Theatre Arts, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests such candidates must try the tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School or by arrangement with the Ontario College of Education. All other candidates who fail shall repeat the course for standing.

In the Commercial course, candidates will be allowed credit towards Parts I and II of the Intermediate certificate in the subject or subjects in which they are successful but to meet the requirements of the High School Assistants' Course, Type B, as far as methods in commercial subjects as an optional subject or subjects is concerned, they must pass on the average of the three methods subjects taken.

COURSES FOR THE HIGH SCHOOL ASSISTANTS' CERTIFICATES, TYPE A, IN PHYSICAL EDUCATION, ART, VOCAL MUSIC, INSTRUMENTAL MUSIC, AND SPECIALIST CERTIFICATES IN COMMERCIAL SUBJECTS

25. CONDITIONS OF ADMISSION

Admission to the High School Assistants' course, Type A, in Physical Education as well as Part I of the Intermediate course in Physical Education will be granted to students who hold the degree of Bachelor of Physical and Health Education of the University of Toronto with a final standing not lower than 60%, or who are otherwise qualified to enter the High School Assistants' course, Type B, and who hold the degree of Bachelor of Physical and Health Education of Queen's University with a final standing not lower than 60%, or who hold the degree of Bachelor of Arts of the University of Western Ontario obtained in the honour course in Physical Health and Recreation Education, with a final standing not lower than 60% or who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the degree of Bachelor of Physical Education of McMaster University with a final standing not lower than 60%. Note: Graduates of the honour course in Physical Health and Recreation Education, University of Western Ontario, with the Recreation option are not eligible for the Type A course in Physical and Health Education.

Admission to the High School Assistants' course, Type A, in Art as well as Part I of the Intermediate course in Art will be granted to students who hold the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Fine Art or in Art and Archaeology with a final standing not lower than 66%.

Admission to the High School Assistants' course, Type A, in Vocal Music will be granted to students who hold either the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Music or the Bachelor of Music degree of the University of Toronto obtained in the course in Music Education, with a standing of at least 60%, or who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the degree of Bachelor of Music of the University of Toronto obtained in the course in General Music, or who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the teacher's or performer's diploma of the Royal Conservatory of Music of Toronto, or the Special Music certificate of Queen's University, or the Associate (teacher's) diploma of the

Western Ontario Conservatory of Music, or the Diploma of Music Graduate in Pedagogy of the University of Western Ontario. Candidates who hold the University of Western Ontario Bachelor of Arts degree with honours in Music Education (with a standing of at least 60%) will be admitted to the Type A Course in Instrumental and Vocal Music.

Admission to the High School Assistants' course, Type A, in Instrumental Music will be granted to students who hold the Bachelor of Music Degree of the University of Toronto obtained in the course in School Music. Note: the Bachelor of Music Degree in School Music, University of Toronto, was introduced in 1946 and revised in 1960.

Admission to the course leading to the Accountancy Specialist certificate in Commercial Subjects will be granted to students who hold the degree of Bachelor of Commerce from an Ontario University, or an equivalent degree from another province or country, with a standing of at least 60% and who are otherwise qualified to enter the High School Assistants' course, Type B. The student will later be required to try a supplemental in any of the required subjects in which he has obtained less than 66%. The required subjects are the university equivalents of: Bookkeeping, Accounting I, Accounting II, Business Law, European Economic History (or Business Finance or Business Organization and Management), Economic Principles (or Mathematics of Investment).

Admission to the course leading to the Secretarial Specialist certificate in Commercial Subjects will be granted to students who hold the degree of Bachelor of Arts in Secretarial Science from an Ontario university or an equivalent degree with a standing of at least 60% and who are otherwise qualified to enter the High School Assistants' course, Type B. The student will later be required to try a supplemental in any of the required subjects in which he has obtained less than 66%. The required subjects are the university equivalents of: Typewriting, Shorthand Theory, Shorthand Practice, Office Practice, Economics, and Secretarial I and II and Bookkeeping or Business Correspondence.

26. CERTIFICATES

On the recommendation of the examiners, the Minister of Education may grant High School Assistants' certificates, Type A, in Physical Education, Art, Vocal Music or Instrumental Music to those admitted under Section *25* who fulfil the conditions stated in Sections *20* and *21*.

SUPPLEMENTARY COURSE FOR THE ELEMENTARY-SCHOOL TEACHER'S CERTIFICATE

27. BASIC INFORMATION

The course is conducted in accordance with the conditions prescribed in the Regulations, and Courses of Study of the Ontario Teachers' Colleges. It may not be completed in the regular College session but requires a subsequent Summer Session before the candidates will be recommended for the certificate.

28. CONDITIONS OF ADMISSION

Applicants for admission to the course for the Interim Elementary-School Teacher's certificate or to supplemental examinations for said certificate shall comply with the conditions of admission and attendance prescribed for candidates for the Interim High School Assistant's certificate, Type B. No candidate will be awarded an Interim Elementary-School Teacher's certificate before he has been awarded an Interim High School Assistant's certificate, Type B.

29. PROGRAMME OF STUDIES

The course of training, which is supplementary to the course of training for the High School Assistant's certificate, Type B, includes the following subjects some of which will be offered in the regular College session, the remainder in a Completing Summer Course:

Part I: Educational Psychology; School Management; English; Mathematics; Social Studies; Science; Art; Music; Physical Education; Health.

Part II: Observation and Practice-Teaching—at least ten full days—to be conducted under conditions defined in Ontario Teachers' College courses for the Elementary-School Teachers' certificate.

30. EXAMINATIONS

Subject to the condition that no student may be awarded an Elementary-School Teacher's certificate who is not also awarded a High School Assistant's certificate, Type B, the final standing of the students in attendance in the course for an Elementary-School Teacher's certificate will be determined by the records of the Observation and Practice Teaching and by the combined results of the sessional records and the records of the final examinations in such course.

The examinations in the subjects of the course for an Elementary-School Teacher's certificate will be conducted in the terms and under

the conditions set out in the Teachers' College Courses for the Elementary-School Teacher's certificate.

31. CERTIFICATES

Subject to the conditions of section 30 a candidate who obtains 60% of the marks in each subject of the course and an average mark of 50% in Practice Teaching may, on the recommendation of the examiners, be awarded by the Minister of Education an Elementary-School Teacher's certificate.

Subject to the same conditions, a candidate who passes in Observation and Practice Teaching and fails in not more than two subjects will be exempted from further attendance and may complete his course for an Elementary-School Teacher's certificate by rewriting at one annual examination the examinations in the subject or subjects in which he failed.

All candidates other than those referred to above who have failed to obtain the necessary final standing will be required to attend such other sessions as the Minister may prescribe.

The Regulations of the Department of Education respecting Permanent Elementary-School Teachers' certificates are contained in the Department's Circular 614(*a*).

DETAILS OF SUBJECTS FOR COURSES LEADING TO HIGH SCHOOL ASSISTANTS' CERTIFICATES AND SUPPLEMENTARY CERTIFICATES

32. HISTORY AND PHILOSOPHY OF EDUCATION

The nature, foundations and status of Educational Theory: historical review and consideration of purposes and aims of education.

The significance for modern educational thought and practice of broadly distinctive schools of philosophy; survey of the values and practices emphasized by outstanding educationists, particularly, but not exclusively, of the last two centuries.

Current educational thought: contemporary aims, problems and practices in education, with particular reference to secondary education.

School and society: relationship of school to other educational agencies in the community and to the home.

33. EDUCATIONAL PSYCHOLOGY

The psychology of adolescence.—The place of the adolescent in our culture; his physical, social, emotional, and intellectual growth; formal and informal means of assessing individual development in these areas; adapting schooling to individual differences.

The psychology of learning.—Introduction to the learning process; motivation; various patterns of teacher-leadership; classroom discipline; the learning of concepts and principles; identification and the acquisition of attitudes; practice and the learning of skills; transfer of training; evaluation of educational achievement.

The psychology of adjustment.—The mental health of teacher and pupils.

34. SCHOOL MANAGEMENT AND LAW

Basic problems in the organization and management of a provincial school system and of secondary education.

Ontario law and practice, with particular reference to curriculum, school districts, types of schools, attendance, finance.

Detailed study of the powers and duties of provincial and local authorities, teachers, and others responsible for the conduct of secondary schools.

35. ENGLISH

Literature: The values inherent in the study of good literature on a High School level; the methods of presenting such literary forms as the

poem, the drama, the essay, the short story, and the novel; the choosing of suitable text-books for pupils of different abilities and grades; planning the courses of study for Grades IX to XII; the setting and marking of examination papers; oral and supplementary reading.

Composition: The basic aim in teaching composition; the place and treatment of grammar, rhetoric, logic, and word study in the teaching of composition; principles to be followed in arranging the courses for Grades IX–XII; studying models; assigning, planning, valuing, and correcting compositions; improving the pupils' oral English; conducting class discussions.

SEMINAR IN ENGLISH

For Type A candidates in English and, in part, English and French, English and Latin, English and German, English and Spanish, English and History, and English and Russian.

Methods of presenting the work prescribed for study in Grade XIII during the current year; teaching and discussion of selected topics; the English specialist.

36. FRANÇAIS

Teaching of the language:

General aims and objectives; spoken language and written language; merits of various disciplines (Phonetics, Elocution, Grammar, Composition, Writing, Versification; "Explication de Textes"). Programme of studies throughout the grades; organization of teaching; correlation between disciplines; integration of lessons; formal and incidental teaching; preventive and remedial teaching. Methods; techniques and procedures (questioning, treatment of answers, teaching aids, text-books, reference materials); types of lessons; preparation and presentation of lessons; rôle of pupil participation; correction of exercises; pupils' notebooks; teaching of composition and writing; arrangement of units in a series of lessons; selection of topics; choice of models; value of imitative writing as a procedure; commercial style; planning, evaluation, correction and improvement of composition. Tests and examinations.

SEMINAR IN FRENCH LANGUAGE AND LITERATURE

For Type A candidates in French Language and Literature.

The course is aimed at preparing candidates to become specialists in the teaching of French to French-speaking pupils: discussion of methods and techniques of presenting the work prescribed for study in Grades XI, XII and XIII of the current year; principles underlying the use of these methods; rôle of the specialist; organization and supervision of teaching in the various disciplines throughout the grades; teaching and discussion of illustrative topics.

37. HISTORY

The status of History as a high school subject; its value and the aims of the teacher; the selection and organization of content for teaching; various methods of teaching and classroom techniques; the teaching of government; selections of academic work from Grades IX–XI for planning and illustrative lessons; adjustment of method for the Four-Year course and for terminal students; enrichment; standards and examinations; books and equipment.

SEMINAR IN HISTORY

For Type A candidates in History.
The philosophy of History and approaches to History teaching; interpretations of History; History as a social science and as a humanistic study; its relationship to Geography, Economics, etc.; the planning and teaching of Grades XII–XIII History and of Grade XII Economics; selections of academic work from these courses for illustrative use; planning History courses for non-academic students; drafting and setting examinations; bias, and other problems of the History classroom; the rôle of the History specialist and of the department head; the improvement of scholarship.

38. POLITICAL SCIENCE

Aims and values of Political Science in secondary school; the prescribed course; teaching organization and methology; individual assignments; relationship to History and to current events; books, periodicals and other resource materials; examinations and evaluation.

SEMINAR IN POLITICAL SCIENCE

For Type A candidates in Political Science.
Aims of teaching Political Science at the high school level; the scope of the subject; methods of teaching comparative government and politics; the choice of materials, their organization and lesson planning for the Grade XII course in World Politics; the Grade X course in Canadian government; content and method for four-year programmes; enrichment techniques for gifted students; source materials in books, paperbacks, periodicals, pamphlets, etc.; techniques of discussion and the conduct of meetings; relationship of Political Science to History and other high school subjects; testing and examinations; the qualities of a specialist, the history of Political Science as a study.

39. ECONOMICS

The purpose of teaching Economics and its position in secondary school programmes; the organization of courses; teaching methods and special devices; examinations and testing.

SEMINAR IN ECONOMICS

For Type A candidates in Economics.

The place of Economics in the high school curriculum; the value of the subject; goals of the teacher; various suitable teaching methods; the use of graphs, charts, and individual reports; analysis and planning of the Grade XII course; resource materials in books, newspapers, business and government reports, etc.; audio-visual aids; the history of Economics; schools of economic thinking; examinations.

40. GEOGRAPHY

The meaning of Geography; the value and objective of Geography in the secondary school curriculum; the courses of study in the Intermediate and Senior Divisions in Ontario; demonstration and discussion of teaching procedures; the use and value of books, audio-visual aids, and other equipment; planning courses of study; standards and examinations.

SEMINAR IN GEOGRAPHY

A seminar course for Type A candidates in Geography. These candidates are advised to select History as an option in the High School Assistant's Course, Type B.

The seminars will develop more fully the teaching techniques and methods for the Geography curriculum in Ontario secondary schools. By original research and subsequent reports, the candidate shall present an analysis of a selected topic within the Senior Division; develop experimental techniques for the treatment of appropriate earth science topics; develop a field exercise; evaluate the use of journals, references, texts, maps, equipment and teaching aids; investigate the operation of a minor department in a secondary school; study educational measurement and evaluation in Geography; discuss the organization and timing of a Geography curriculum and course of study.

41. GEOLOGY

The value and objectives of a Geology course in the Ontario Secondary School Curriculum: Four-Year Programme; investigation and study of appropriate teaching methods; procedures and curriculum organization; use and value of maps, equipment, teaching aids, books and field exercises for secondary school Geology.

SEMINAR IN GEOLOGY

For Type A candidates in Geology. These candidates are advised to select Geography and Science as options in the High School Assistants' Course, Type B.

Teaching and discussion of the Geology curriculum. Development and analysis of some of the difficult topics by means of original research and subsequent reports; experimental treatment of the work; field exercises;

use of texts, manuals, maps and teaching aids; measurement and evaluation; organization and timing of a course of study in Geology and Mineralogy; discussion of appropriate teaching methods and procedures.

SEMINAR IN GEOGRAPHY AND GEOLOGY

For type A candidates in Geography and Geology. The content and methology of the prescribed courses in Grades XI, XII and XIII. Details of the seminar are included in the prescriptions for GEOGRAPHY and GEOLOGY above.

42. MATHEMATICS

A consideration of the place of Mathematics in secondary education: curriculum planning in secondary Mathematics; modern trends in Mathematics and implications for the elementary and secondary schools; methods of presenting topics of the secondary school programme, Grade VII through Grade XII; the history and development of Mathematics; the foundations of Algebra and Geometry; Mathematics classroom procedures, testing and evaluation; the Mathematics programs of the non-academic classes; special methods in teaching terminal classes and classes of gifted pupils.

SEMINAR IN MATHEMATICS

For Type A candidates in Mathematics and, in part, Mathematics and Physics.

In general, a retracing of elementary and secondary Mathematics from an advanced point of view.

In particular, a consideration of: methods of presenting topics of the secondary school Mathematics programme at the Grade XIII level; developments in Mathematics and the implications for senior secondary school Mathematics programmes; the major experimental and trial programmes in secondary school Mathematics and their implications for future Mathematics curriculums; organization and administration of the secondary school Mathematics department.

43. SCIENCE

A consideration of: the courses of study, Grade IX to Grade XII; an examination of methods applicable to the teaching of selected topics in these four grades; emphasis on conducting laboratory classes, demonstration experiments, classroom discussion in relation to experimental work, the purchase, storing, maintenance and use of equipment; the use of living and preserved materials in Biology; films, slides, models, charts, projectors; development of some of the laws of Physics and Chemistry.

SEMINARS IN SCIENCE

For Type A candidates in Science *or* Chemistry and Biology *or* Chemistry and Physics *or* Physics and Biology, *or* Biology *or* Chemistry *or* Physics and, in part, Mathematics and Physics.

Methods of presenting selected Grade XIII topics in Biology, Chemistry, and Physics; the organization of the Science programme; the rôle of the specialist teacher. The seminars in each of Biology, Chemistry, and Physics are conducted separately.

44. LATIN AND GREEK

An examination of methods in various aspects of the teaching of Latin and Greek, including: oral reading of prose (Caesar, Livy, Nepos) and poetry (Virgil, Ovid); morphology; grammar and syntax; derivation; audio-visual aids and interest devices; historical background of prescribed authors.

SEMINARS IN CLASSICS

For Type A candidates in Classics, Latin and Greek, and, in part, Latin and French, English and Latin, and Latin and Italian.

An examination of methods applicable to the prescribed courses in Grade XIII Latin and Greek authors for the current year, involving a study of adequate translation and of literary appreciation of the prescribed passages; the philosophy of Horace; the Hexameter, Elegaic, Sapphic and Alcaic metres; Latin continuous prose composition.

45. MODERN LANGUAGES—FRENCH, GERMAN, SPANISH, ITALIAN, RUSSIAN

Introductory lessons; conversational work; pattern drills; comprehension techniques; the sound system; phonetic symbols; intonation exercises; audio aids; singing.

Recognition reading; graphemes; visual aids; reading as a vehicle for the extension of linguistic structures, for conversational practice, for enrichment of vocabulary; development of comprehension skills in the higher grades; intensive and extensive reading of prose and poetry; sight passages; questioning.

Writing in simple, conversational style; dictation; grammar; free composition; translation into the foreign language; detection and correction of error.

Illustration of methods; the initial presentation; the series of lessons; the review lesson.

Tests and examinations, both oral and written; validity; administration; marking.

The course stresses oral work *and requires proof of adequate fluency in the language concerned.*

Teaching of "Explication de Textes":

Aims and value; selection of appropriate texts, plays, novels. Types of lessons: preparation and presentation at various levels (specific aims, elements, development, order and description of steps involved). Topics

relating to the teaching of "explication de textes": teacher's inspirational rôle; pupils' participation; examinations; recording notes in notebooks; teaching of versification and of the "analyse littéraire"; memorization; supplementary reading; use of the school library; rôle of the history of French Literature; school dramatics.

SEMINAR IN MODERN LANGUAGES

For Type A Candidates in French Language and Literature, French and German, French and Spanish, French and Italian, French and Russian; and in part, Latin and French, Latin and Italian, English and French, English and German, English and Spanish, English and Russian.

Stress will be laid upon methods of presenting the work to be studied in Grade XIII during the current year. Topics treated will include: teaching of advanced grammar; correction of written work; conducting of reading lessons; sight reading; supplementary reading; free composition; conversation; tests and examinations, both oral and written; dictionaries and books of reference; the rôle of the head of department.

46. PSYCHOLOGY AND SOCIOLOGY

The value and objectives of the secondary school course "Man in Society"; planning; methods of presenting various areas of the course; demonstrations and discussion of specific techniques; relationship of "Man in Society" to other secondary school subjects and to Guidance.

SEMINAR IN PSYCHOLOGY AND SOCIOLOGY

For Type A candidates in Psychology and Sociology.

The seminar concerns itself with objectives, content, and teaching methods for certain areas of the course "Man in Society"; the rôle of the specialist in the secondary school.

47. PHYSICAL AND HEALTH EDUCATION

Part I of the Course for the Intermediate Certificate.

An introductory course in principles and practices of Physical and Health Education. Emphasis is placed on methods of teaching the physical activities and health materials outlined in the Courses of Study of the Ontario Department of Education.

SEMINAR IN PHYSICAL EDUCATION

For Type A candidates in Physical Education.

Material:

Survey of Material for Grades IX to XIII.

Women—Fundamental movements, gymnastics, dance, games, swimming.

Men—Basic drill, gymnastics, games, swimming, fitness activities.

Theory:

Philosophy, principles; Teaching methods; Lesson planning; Programme planning; Evaluation and grading; Administration of the Physical Education department.

Health Education

Material:

Survey of material for Grades IX–XII.

Health practice; Modern health problems; Body mechanics, first aid, safety; Healthful living, child study (women).

Methods:

Philosophy and principles: teaching methods; lesson planning; programme planning; evaluation.

48. ART

PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

Creative pictorial expression, drawing and sketching from objects, plastic design, model-making, design and lettering, theory and history of Art, methods of teaching Art.

SEMINAR IN ART

For Type A candidates in Art.

The seminar in Art will discuss classroom methods and problems relating to the advanced grades. Special emphasis will be given to the securing, organizing and use of illustrative source material, such as slides, prints and exhibitions which can be used to interpret and intensify the study of art history and art criticism; a more advanced study of the theory, history and practice of Art.

49. VOCAL MUSIC

PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

Sight Singing and Ear Training:

The tonic solfa system; sight reading of songs based on the theory for Grades IX and X; singing of major and minor scales (all forms); writing of simple exercises from dictation; detection of errors in the performance of unison songs.

Vocal Training and Song Material:

The adolescent voice; choral singing; practice in tone production, intonation, diction, and breath control; blending of voices in part singing; interpretation; analysis of song material for Grades IX and X.

Conducting:

The conducting patterns of common metres; special problems; attack and release, incomplete bars, expression, use of the left hand.

Rudiments of Music:

Notation (notes, rests, clefs); intervals and their inversion; metre and rhythm; scales (diatonic and chromatic); transposition; musical terms, abbreviations and ornaments.

Music Appreciation:
Teaching of the topics prescribed for Grades IX and X in the Department of Education Course of Study.
Methods:
General principles of music education; analysis of the course for Grades IX and X; voice testing; teaching of rote songs, reading songs, part songs and theory; use of the piano; integration of music with other subjects; the relation of the school orchestra to the vocal programme; elementary scoring and transposition for instruments.

SEMINAR IN VOCAL MUSIC

For Type A candidates in Music.
Sight Singing and Ear Training:
Sight reading of songs based on the theory prescribed for Grade XIII; extraneous modulation; singing of major scales from any note in the scale to its octave; singing of intervals contained in the major and minor scales (all forms); writing of exercises in two parts from dictation; recognition of diatonic and simple altered triads and seventh chords; detection of errors in the performance of more advanced part songs.
Voice Training and Song Material:
Advanced study of topics listed in Part I of the Intermediate Course through choral works; unaccompanied singing; modern theories of voice training; the teaching of special classes in voice training; selection of song, choral and operatic material for Grade XIII classes; public performances and festivals.
Conducting:
Practice in conducting school choirs, assemblies and operettas; advanced problems; changes of time signature, contrapuntal works, special effects, etc.
Operetta:
The detailed study and preparation of an operetta for public performance.
Music Appreciation:
Teaching of the topics prescribed for Grade XIII; the analysis of selected compositions with special attention to the prescribed works for Grade 13; use of miniature scores; supplemental reading; evaluation of recordings for school use; use of radio in music appreciation.
Methods:
Modern theories of music education with application to all the topics listed in the prescribed course for Grade XIII.

50. INSTRUMENTAL MUSIC

PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

Sight Singing and Ear Training:
As in Section 49.
Technical Training:
Fundamentals of tone production and basic fingering in all families of

instruments; playing scales diatonic and chromatic; simple melodies; reading orchestral scores of elementary range; construction and care of all types of instruments.

Conducting:

The conducting patterns of common metres; special problems of conducting in instrumental groups.

Methods:

General principles of organization and instruction of instrumental classes; special methods of class teaching for strings, band classes, or combined groups.

NOTE: This is a practical course, with the emphasis laid on two essential points: individual mastery of instruments and methods of class teaching.

SEMINAR IN INSTRUMENTAL MUSIC

For Type A candidates in Music

Sight Singing and Ear Training:

As in Section 49.

The Orchestra and Band:

Orchestral playing, organization and conducting; selection of music for Grades IX to XIII class study, for orchestra and bands of Secondary School calibre, and for public performance and festivals.

Conducting:

Practice in conducting school choirs, assemblies and operettas; advanced problems.

Arranging:

Transcription and arranging of selections from piano score for full orchestra or band; transposition for all instruments.

Methods:

Advanced study of topics listed in the Intermediate, Part I course.

Class instruction of instrumental classes, beginners and advanced classes, with all types of instruments.

51. HOME ECONOMICS

Course for the Intermediate Certificate

The Home Economics curriculum: materials, procedures, content.

Fundamental principles, practices, and standards in home and family living.

Problems of organization; methods of teaching; aids to learning; home and classroom equipment; Departmental regulations; guidance in classroom teaching.

SEMINAR IN HOME ECONOMICS

For Type A candidates in Home Economics.

The development of Home Economics in Ontario schools. Present trends, values and aims.

Responsibilities of the Home Economics teacher for curricular and extracurricular programmes.

Curricula: materials, procedures, content.

Teaching methods and techniques currently applied in this field.

Evaluation: objectives and materials.

The Home Economics classroom; selection, placement and care of furnishings and equipment.

Records, budgets, regulations.

52. COMMERCIAL

COURSE FOR THE INTERMEDIATE CERTIFICATE

Part I

Accountancy and Secretarial

Typewriting:

Typing for ten minutes at a net rate of 30 words per minute with 1% error or less.

Application of typewriting to simple problems in setting up business letters, headings, programmes, invitations, announcements, display work, tabular work.

Business Practise Methods:

Grade IX course including instruction on how to teach penmanship: course content; optional subjects topics; testing; classroom organization; visual aids; blackboard practice in penmanship.

Typing Methods:

First two years in Typewriting: typing room; equipment and supplies; class organization, teacher's preparation; application of general skill building principles to the teaching of typewriting; analysis and prevention of errors; speed development; tests and how to mark them.

Accountancy only:

Bookkeeping:

The study of various aspects of the fundamental equation, including journalizing, posting and the setting up of the financial statements in trading and non-trading organizations.

Bookkeeping Methods:

Instructional material; testing programme; presenting special topics; textbooks; outlining courses; grading papers.

Secretarial Only:

Shorthand Theory:

The principles of the Isaac Pitman system; writing continuous matter in approved shorthand forms; transcribing sight passages in continuous shorthand.

Shorthand Methods:

First year in Shorthand: organization of classes and materials; content of course; division of time for various sections of the work; methods of approach; testing; the place of theory in junior classes; how and when to introduce transcription.

Part II

Accountancy and Secretarial

Office Practice:

A practical course in office practice and procedures which covers such topics as: letters, invoices; filing; the use of the telephone; duplicating machines; other types of communications; marketing. The course includes discussion of audio-visual aids, bulletin board displays and lesson planning. The course is taken in the senior typing rooms, and a reasonable typing skill is essential. Pre-requisite is Typing B.

Business Law:

The course includes the following topics: introduction to the study of law; courts and their work; torts, contracts; principal and agent; employer and employee; negotiable instruments; sale of goods; bailments; renting real estate; transferring property by will and inheritance.

Accountancy only

Business Arithmetic:

(Secretarial students may substitute this for Business Law.) The course in Business Arithmetic is a study of the calculations found in everyday business. It includes review and drills in the four fundamental operations; vulgar fractions and decimal fractions; percentages; profit and loss; insurance; taxes; commissions; interest and banking; investments.

Secretarial Only

Shorthand Practice:

Writing from dictation for ten minutes, in approved Pitman shorthand, easy material at a rate of 60 words per minute; transcribing of these notes on a typewriter at fifteen words per minute.

COMMERCIAL COURSES FOR THE ACCOUNTANCY SPECIALIST CERTIFICATE

Subjects:

Intermediate Accountancy subjects: Business Practice Methods; Typing Methods; Bookkeeping Methods. (Candidates who cannot qualify in a typing test will be required to take a beginner's course in typing.)

Accounting Methods:

Course of study for Grades XII and XIII; presentation of selected topics; testing and marking; homework; use of practice sets; visual aids.

Organization and Supervision of a Commercial Department: This course deals with the areas of responsibility of the head of the Commercial department and covers the following topics: types of Commercial courses offered in Ontario schools and the diplomas offered to pupils; the organization of school administration, with the functions of different government levels and administrative bodies and officials; the sources of school funds; the preparation of timetables for Commercial departments; the preparation of courses of study, including those for special classes; experiments in Commercial education, how to conduct them and evaluate them; methods of supervision for the improvement of instruction; helping teachers grow professionally; evaluation of teaching methods, maintaining discipline in the department; conducting staff meetings; standards and

promotions; the examination system; employment and follow-up; relationships with business firms, business organizations, equipment firms, other schools, other departments of the school; planning the accommodation for Commercial departments; planning special rooms, such as the business machine room, the office practice laboratory, the business practice office; types of furniture and general equipment, text-books, reference books and supplies; helping the new graduates in their initial job.

COMMERCIAL COURSES FOR THE SECRETARIAL SPECIALIST CERTIFICATE

Subjects:
Intermediate Secretarial subjects; Business Practice Methods, Typing Methods, Shorthand Methods.
Secretarial Methods: Course of study for grades XII and XIII in Shorthand, Typewriting and Office Practice; correlation of the subject matter of the different courses; presentation of selected topics; text-books and a study of the approach used by the author; testing and marking, homework.
Organization and Supervision of a Commercial department: For details see description above concerning Accountancy Specialist Certificate.
Note: See Section 25 for admission requirements to Commercial courses.

53. INDUSTRIAL ARTS, PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

This is a preparatory course leading to an Intermediate certificate in Industrial Arts. The Intermediate course may be completed in subsequent summer sessions. (See Section 84.)

Part I includes: Draughting; Woodworking; Methods of wood finishing; Sheet Metal Work; Machine Shop Practice; Methods of instruction and class organization of the General Shop.

54. SCHOOL LIBRARIANSHIP, PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

This course will offer basic training for those who may wish to serve as secondary school librarians. It is a preparatory course leading to the Intermediate Certificate in School Librarianship. This course may not be completed in the regular College session but requires a subsequent summer session for the Intermediate Certificate (Section 80).

This course will offer instruction in Classification and Cataloguing as related to the school library needs with laboratory periods for practice; The School Library Collection with particular attention to biography and basic reference books; School Library Administration including the programme and methods of teaching the use of books and libraries.

55. THEATRE ARTS

This course for the Theatre Arts certificate will offer instruction in play selection, production and stagecraft, and history of the theatre.

It will also provide work-shop sessions in voice production, pantomime, rôle-playing and stagecraft, group discussion techniques.

56. GUIDANCE

A course equivalent to the Department of Education summer course leading to the Elementary Certificate in Guidance; purposes of and current practices in the Guidance programme; principles of mental health; educational, economic and occupational trends; theories of career development; duties of a junior participant in the school Guidance programme; field trips.

COURSES FOR CERTIFICATES IN VOCATIONAL EDUCATION AND INDUSTRIAL ARTS

57. COURSES

The Department of Vocational and Industrial Arts Teacher Education offers courses leading to the following certificates:

An Interim Vocational certificate, Type B, which qualifies the holder to teach a technical shop work subject for five years in a vocational or composite school.

An Interim Vocational certificate, Type A, valid for five years.

An Interim Intermediate certificate in Industrial Arts which qualifies the holder to teach shop work for five years in a public, separate, continuation or high school, to the end of Grade X.

A Specialist certificate in Industrial Arts, required in Grades XI and XII of academic secondary schools.

58. GENERAL CONDITIONS OF ADMISSION

An applicant for admission to the courses referred to above shall make application, not later than August 31, to the Director of Vocational and Industrial Arts Teacher Education, 371 Bloor Street West, Toronto 5, on a form to be obtained from him, and shall submit with this application, on forms also to be supplied by the Director:

A certificate of birth. If not born in Canada, a certificate from a competent authority that he is a Canadian citizen or a Declaration of Intention to become a Canadian citizen.

Age limits: For the Interim Vocational course, male applicants shall be at least 23 years of age; female applicants shall be at least 21 years of age. This is in accordance with a Departmental requirement. See the Department of Education Act, 1954, Section 11(i)(c).

For the Intermediate Industrial Arts course, applicants shall be at least 20 years of age, and not more than 35.

For the Specialist Industrial Arts course, applicants shall be at least 23 years of age.

59. REQUIREMENTS FOR ADMISSION TO THE COURSE FOR THE INTERIM VOCATIONAL CERTIFICATE, TYPE B

To this course may be admitted Applied Science graduates (engineers) and skilled tradesmen.

Engineers. A candidate shall be the holder of a degree from the faculty

of Applied Science of a recognized university, and shall submit statements to prove not less than two years' subsequent experience in the field of his major subject.

Skilled Tradesmen, who are not engineering graduates.

Education.

Applicants are required to give evidence of secondary school graduation or equivalent.

Trade Training and Experience.

The training or apprenticeship required shall be that usually demanded for journeyman's qualifications in the trade concerned. Special training obtained in an approved day vocational school will be taken into account in considering the period of training. Applicants should submit statements from the persons or firms under whom they were trained, showing the length of the training period and the nature of the work.

The experience required shall be several years of wage-earning journeyman trade experience with approved high-grade firms, and shall be such as to show that the applicant is a skilled craftsman, competent in the main branches of the trade, and familiar with its recent developments. The length of the journeyman experience depends upon the nature of the trade. Documentary evidence of experience in the trade in approved shops shall be furnished by the applicant.

60. REQUIREMENTS FOR ADMISSION TO THE COURSE FOR THE INTERIM VOCATIONAL CERTIFICATE, TYPE A

This course is offered to Applied Science graduates (engineers) who have been graded 66% or higher in their final year and one other year at the university.

Each candidate shall

submit evidence of not less than two years of approved wage-earning experience in the field of his major subject,

be required to take all the subjects of the course for Type B certificate, and to obtain grading of 66% or more in them,

take additional courses in the organization, administration, and supervision of vocational schools, with special reference to the duties and responsibilities of the technical directors, assistant principals and principals.

If his grading in the Type B course is not a failure but is less than 66%, he will be recommended for a Type B certificate only.

61. COURSE FOR THE INTERIM VOCATIONAL CERTIFICATE, TYPE B

PROGRAMME OF STUDIES

The course leading to the Interim Vocational certificate, Type B, consists of two parts:

PART I: Educational Psychology, School Law and Regulations, English, History of Vocational Education, Principles of Teaching and Classroom

Management. Technical Subjects: trade analysis, shop plan, equipment list, yearly budget, course of study, practical shopwork.

PART II: Observation and Practice-Teaching.

62. ORGANIZATION OF COURSE

Every applicant shall be required to pass an examination designed to test his attainments as a skilled worker in the trade concerned. The examination shall be on the fundamental principles, operations, processes and skills of the trade, and shall be in two parts: written and practical. In the practical examination he shall be required to show his skill in a performance test.

In general, the course is built upon the experience of the student-teachers in the practice schools. Observation is emphasized during the early part of the session. Individual and group instruction will be increased until, in the final two weeks, the student-teacher will take charge of the class with no assistance from the teacher.

During alternate weeks in the College, in addition to the programme of studies, the student-teacher is given an assignment to cover his duties in the practice school for the following week. A corresponding bulletin is mailed to the teacher, who reports on the progress of the student at the completion of each week of Practice Teaching.

Where possible, student-teachers are sent at first to technical departments in the smaller composite schools and later to technical schools in the larger centres. The Director and his staff visit the practice schools from time to time to assist in evaluating the students' work.

DETAILS OF SUBJECTS IN THE COURSE FOR THE INTERIM VOCATIONAL CERTIFICATE, TYPE B

63. PSYCHOLOGY

An introduction to principles of educational psychology as they apply to the teacher and his pupils. Among topics discussed will be: motivation, development and adjustment, school discipline, intelligence and its measurement, the learning process, mental hygiene.

GUIDANCE

Basic principles and current practices in guidance.

64. SCHOOL LAW AND REGULATIONS

Basic problems in the organization and management of a provincial school system and of secondary education.

Ontario law and practice, with particular reference to curriculum, school districts, attendance and finance of the vocational school.

Detailed study of the powers and duties of provincial and local authorities, teachers, and others responsible for the conduct of pupils in vocational schools.

65. ENGLISH

English—both oral and written—a brief review of the main essentials of grammar and composition to enable the shop teacher to avoid the more common errors in the use of words; report writing; public speaking.

66. HISTORY OF VOCATIONAL EDUCATION

Brief historical sketch to show vocational aspects of educational developments; contributions of the educational reformers, Comenius, Rousseau, Pestalozzi, Fellenberg, Froebel, Spencer; relation of industrial developments to the need for industrial education; development of secondary education, of vocational education; the manual training movement, the mechanics' institute, the farm and trade school, industrial and technical schools, trade schools; part-time, co-operative and apprenticeship classes; the Ontario educational system.

67. PRINCIPLES OF TEACHING AND CLASSROOM MANAGEMENT

Learning process as applied to practical subjects; formal lesson types; individual differences; individual and group instruction; lesson planning; instruction aid material—sheets, pictures, charts, films, models; organization of instruction material; tests and examinations; records; special shop problems.

68. TECHNICAL SUBJECTS

Trade Analysis and Course Study:

Study of the work of the skilled craftsman to determine the teachable content of each trade or calling. Analysis of the trade to determine the skill, and the trade, technical and concomitant knowledges of the skilled worker; selection of instructional materials and arrangement into groups according to learning difficulties; selection of projects to be used to fit the order of the course of study; determination of related mathematics, science, drawing and auxiliary information needed in each project, preparation of course of study; unit courses.

Shops Plan, Equipment List, and Annual Budget:

Study of desirable features of shops and classrooms, size, shape, lighting, lay-out; preparation of minimum, and desirable lists of equipment for the type of shop in which the teacher-in-training will work; design of benches, tables, furniture, selection of tools and machines; approximate prices; preparation of annual budget.

Practical Shopwork, but not in the candidate's trade subject.

COURSES FOR INDUSTRIAL ARTS CERTIFICATES

69. COURSE FOR THE INTERIM INTERMEDIATE CERTIFICATE

This is a two-year course to provide training for those who contemplate the teaching of Industrial Arts in elementary and high schools.

Applicants admitted under the first condition below shall be exempted from attendance during one year of the course.

ADDITIONAL CONDITIONS OF ADMISSION

An applicant shall submit:
an Ontario Teaching Certificate;
a statement indicating successful completion of Part I of the Elementary course in Industrial Arts, with a standing of at least 66%.
NOTE: Every teacher of Industrial Arts in an elementary school must hold an Elementary-School Teacher's Certificate in addition to his Industrial Arts Certificate.

70. PROGRAMME OF STUDIES

The course of training for the Intermediate certificate in Industrial Arts consists of two parts as follows:

PART I: Activity Analysis and Course of Study

Shopwork—general woodwork, general metalwork, power mechanics, electricity, drafting; History of Industrial Arts, Guidance.

PART II: Observation and Practice Teaching

Each student is given at least three weeks in a practice school. His teaching progresses from individual and group instruction to complete charge of routine duties and class instruction. If possible, he is sent to the general shop in an elementary school, a junior high school, and a collegiate institute.

DETAILS OF SUBJECTS, ACTIVITY ANALYSIS, AND COURSE OF STUDY

See Technical Subjects in Section *68*.

SHOP WORK

There are two shops, one of them for Woodwork and Drafting and the other for Metalwork and Power Mechanics.

Woodwork includes such activities as woodturning, cabinet making, building construction, pattern making, wood finishing.

Metalwork includes bench fitting, machine shop, welding, power mechanics, sheet metal, ornamental metalwork, etc.

Courses in drafting and in some crafts are offered.

71. HISTORY OF INDUSTRIAL ARTS

See History of Vocational Education Section *66*.

72. GUIDANCE

Basic principles and current practices in guidance.

73. COURSE FOR THE INTERIM SPECIALIST CERTIFICATE

This certificate may be obtained also in summer courses. See Section 84. This course is to provide training for those who contemplate teaching Industrial Arts in collegiate institutes.

ADDITIONAL CONDITIONS OF ADMISSION

An applicant shall:

hold an Intermediate certificate in Industrial Arts;

subsequently, have at least one year of successful teaching in the field of Industrial Arts, as verified by the inspector concerned;

show evidence of having passed not less than eight Grade XIII papers or approved equivalents including one in English. It is recommended that the candidate include papers in Mathematics and Science as these subjects are essential to progress in Industrial Arts.

74. PROGRAMME OF STUDIES

The course of training for the Specialist certificate in Industrial Arts consists of two parts as follows:

PART I: Activity Analysis, Course of Study and Shop Management, Advanced Shop Work.

PART II: Observation and Practice Teaching.

REQUIREMENTS FOR CERTIFICATES IN VOCATIONAL EDUCATION AND IN INDUSTRIAL ARTS

75. EXAMINATIONS AND CERTIFICATES

The final standing of students in attendance in the course for the Vocational Certificate, Type B, or the courses for the Intermediate and Specialist Certificates in Industrial Arts shall be determined by the combined results of the sessional records and the records of the final examinations of Part I and by the results of the records of Part II, of the course concerned.

The sessional records in each course represent oral and written exercises, practical work, research and frequent tests; and at the close of each term there will be a set of examinations.

A candidate shall pass in each of the subjects listed in the Programme of Studies of the course concerned. The pass standard shall be 50% of the marks assigned to each subject of Part I and 60% of the aggregate of the marks assigned to each of the divisions of Part II. A candidate for the Intermediate Industrial Arts certificate or the Specialist Industrial Arts certificate must pass a performance test before a certificate is issued. A candidate for the Vocational certificate, either Type B or Type A, must obtain a minimum of 50% in the Trade test.

A candidate for the Vocational certificate, Type B, who passes in Part II and fails in not more than two subjects of Part I shall be exempted from further attendance.

A candidate for the Intermediate certificate in Industrial Arts who passes in Part II and fails in not more than two sections of Shop Work *or* one other subject of Part I shall be exempted from further attendance.

A candidate for the Specialist certificate in Industrial Arts who passes in Part II and fails in not more than two sections of Advanced Shop Work of Part I shall be exempted from further attendance.

All other candidates who fail to obtain the necessary final standing shall be required to attend another session, beginning after the Christmas vacation.

A candidate exempted from attendance, as provided above, may complete his standing for a certificate by rewriting at an annual examination the examination in the subject in which he failed. Examinations will be held at the close of the session at such centres and under such conditions as are set out in Section 16.

76. HIGH SCHOOL ASSISTANTS', TYPE B, INITIAL AND COMPLETING SUMMER COURSES

A summer course for the High School Assistant's certificate, Type B, will be held from June 30, 1965 to August 14, 1965, for candidates who qualified for Temporary Secondary-School Teachers' certificates on completion of the eight-week summer course in 1964, and who are recommended for admission by the Principal and High School Inspector concerned.

From June 30, 1965 to August 21, 1965, a summer course will be held at Toronto (Ontario College of Education), at Kingston (Ellis Hall, Queen's University), and at London (Westminster Secondary School), leading to a Temporary Secondary-School Teacher's certificate. The certificate shall be valid for the school year 1965–1966. The holder of such certificate may secure a High School Assistant's certificate, Type B, by attending, on the recommendation of the Principal and High School Inspector concerned, a second summer course in 1966, and by passing the examinations of that course.

The holder of a Temporary Secondary-School Teacher's certificate who has credit towards Part I of the Intermediate certificate in Physical Education or Commercial Accounting or Secretarial Subjects or credit towards the Intermediate certificate in Home Economics may secure Part I of the Intermediate certificate in Physical Education or Commercial Accounting or Secretarial Subjects or the Intermediate certificate in Home Economics as the case may be, by attending, on the recommendation of the Principal and High School Inspector concerned, a second summer course in 1966, and by passing the examinations of the course. No candidate will be awarded Part I of the Intermediate certificate in Physical Education or Commercial Accounting or Secretarial Subjects or the Intermediate certificate in Home Economics before he has been awarded a High School Assistant's certificate, Type B.

A candidate for admission to the course leading to a Temporary Secondary-School Teacher's certificate must fulfil all the conditions of admission to the course for the Interim High School Assistant's certificate, Type B (Section 11), and also must submit evidence that he has accepted a contract offered after April 1 by an Ontario Secondary School Board for the ensuing school year for a position which has been advertised after February 26 and for which no fully qualified applicant is available. Application should be made to the Registrar, Ontario College of Education, 371 Bloor St. W., Toronto 5, as soon as the candidate is under contract to teach.

No Type A courses (Section *19*) will be offered in these emergency summer sessions 1965 and 1966. See Section *78* for Type A Seminars.

Courses similar to those described above will be offered in subsequent summers if the enrolment is sufficient to warrant their establishment.

The same regulations will apply to unsuccessful candidates in the completing course as apply to unsuccessful candidates in the regular winter course.

Programme of Studies

The course of training for the summer course, June 30 to August 21, 1965, will consist of two parts as follows:

PART I: Professional courses:

School Law and Management

Courses in the principles and procedures of teaching *any three* of the following:

ENGLISH

FRANÇAIS (May be chosen by candidates who are qualified to prepare themselves to teach French to French-speaking pupils.)

HISTORY

GEOGRAPHY

MATHEMATICS

SCIENCE (A candidate should not select Science unless he has had previous laboratory experience and anticipates teaching Science.)

LATIN

FRENCH (A candidate should not choose French unless he has oral proficiency in the language and has a thorough knowledge of phonetics, French Grammar and syntax.)

One of the following subjects:

PHYSICAL EDUCATION (To qualify, a candidate must pass a standard Motor Ability Test. The candidate should have an interest in physical activities.)

COMMERCIAL SUBJECTS (A candidate who selects Commercial as an option requires no previous training. Instruction is given in typing and either bookkeeping or shorthand. A candidate must take these beginner's classes unless he has university or four-year commercial high school credit or passes the qualifying test before the course commences. A candidate who selects Commercial as an option will select only *one* additional option. Commercial is a double option course.)

HOME ECONOMICS (No candidate may choose this subject unless she is qualified to take the course and has been appointed to teach Home Economics in the ensuing academic year. A candidate who is eligible for admission to the course leading to a High School Assistant's Certificate, Type A, must choose Home Economics as one of her optional subjects.)

77. HIGH SCHOOL ASSISTANTS', TYPE B, SUMMER COURSE FOR TEACHERS WITH PROFESSIONAL TRAINING

Candidates who have fulfilled the requirements for admission to the High School Assistants' course, Type B, and

hold Ontario Elementary-School Teacher's (or First Class) certificates,

hold Ontario Vocational certificates,

have had equivalent professional training elsewhere, or

have failed an examination or a supplemental examination or examinations of the Type B course and have not been asked by the Revising Board to withdraw from teaching altogether will be exempted from attendance at a Regular session of the Ontario College of Education but will attend the Summer Course for Teachers with Professional Training for a High School Assistant's certificate, Type B.

The pass standard for candidates in this course will be the same as that for candidates in attendance during a regular session.

Candidates who have been duly admitted to the Summer Course for Teachers with Professional Training for the High School Assistant's certificate, Type B, who attend throughout the session and who pass the examinations at the close of the session, may, on the recommendation of the examiners, be awarded by the Minister of Education, the Interim High School Assistant's certificate, Type B.

Candidates who have attended the Summer session, with the exception of those admitted under the fourth condition above, and who fail in one or more of the tests prescribed for an Interim High School Assistant's certificate, Type B, may complete their standing for said certificate under the following conditions:

Candidates who fail in more than two subjects shall reattend a Summer Course for Teachers with Professional Training another year,

Candidates who fail in not more than two subjects of the course (of which only one may be a course in the principles and procedures of teaching) may re-write at an annual examination of the College Regular session, the examination, or examinations, in the subject, or subjects in which they failed.

The course of training will consist of the following subjects:

School Management and Law;

Courses in the principles and procedures of teaching *any three* of the following: English, Français, History, Geography, Mathematics, Science, Latin, French.

78. TYPE A SEMINARS

A special summer course of six weeks, beginning on July 5, 1965, will be offered at Toronto only to provide the opportunity for teachers who hold a Permanent High School Assistant's certificate or an Interim High

School Assistant's certificate, Type B, and who possess the necessary academic qualifications, to obtain an Interim High School Assistant's certificate, Type A. Applications will also be entertained from holders of Type B certificates who are graduates of honour courses approved by the Department of Education but whose standing is below 66% but not lower than 60%, who submit evidence from the Principal and High School Inspector of at least five years' teaching experience in the subject, or subjects, of their special field of study, at least two years of which must have been in Grades XII or XIII and graded above average, in an Ontario secondary school subsequent to obtaining the professional standing referred to above. Applications for enrolment under this plan must be made to the Registrar, Ontario College of Education by March 31.

Professional courses leading to the Type A certificate in one of the following special fields of scholarship will be offered:

English
English and French
English and German
English and Latin
English and Spanish
English and History
French and German
French and Spanish
French Language and Literature
Geography
History
Latin and French
Classics
Latin and Greek
Mathematics
Mathematics and Physics
Science
Physics and Chemistry
Physics and Biology
Chemistry and Biology
Physics
Chemistry
Biology
Home Economics
Physical Education
Geology
Geography and Geology
Political Science and Economics
Political Science
Economics
Psychology and Sociology

Applicants must be recommended in their special fields of scholarship

and teaching by the secondary school inspector concerned. If it should prove necessary, an equitable limitation of the enrolment may be made. Preference will be given to teachers holding the Permanent High School Assistant's certificate, and applications will be considered in the order in which they are received.

Written examinations will be held at the end of the course.

Applications for enrolment must be made to the Deputy Minister of Education by March 31. Blank application forms for these *Type A Seminars* may be obtained from the Registrar, Ontario College of Education.

79. HOME ECONOMICS SUMMER COURSES

Intermediate Courses

Summer courses leading to the Intermediate certificate in Home Economics will be held in Toronto from July 7, 1965 to August 10, 1965, for candidates who qualify for either Part I, II or III courses.

PART I

Applicants who hold Interim or Permanent Second Class certificates, a First Class certificate, an Elementary-School Teacher's certificate, or a High School Assistant's certificate are eligible.

PART II

Those who successfully complete Part I of the course are eligible for admission to this course.

PART III

Those who have completed successfully both Part I and Part II of the course are eligible for this course.

PART IV

Those who have completed successfully Part I and II of the course are eligible for this course.

NOTE: Part III and Part IV are offered in alternate years and may be taken in either order. Part III will be offered in 1965 and will *not* be offered in 1966. Part IV will *not* be offered in 1965 but will be offered in 1966.

Letters of confirmation will be issued as each part of the course is completed successfully. Candidates will be recommended for the Intermediate certificate when all parts have been completed successfully.

Applications must be submitted not later than June 1, 1965, to the Principal of the Home Economics Summer Courses, Ontario College of Education, 371 Bloor St. West, Toronto 5.

Intermediate Course for Graduates with University Credits in Home Economics

Admission to this course is restricted to students who submit evidence of graduation, with a standing not lower than 60% in the Home Economics of the final year from a University course approved by the Minister of Education, which includes at least 15 credits in Home Economics.

The course will be conducted in Toronto, from July 5, 1965, to August 13, 1965. Final examinations will be written at the end of the session.

Applications must be submitted not later than June 1, 1965, to the Head of the Home Economics Department, Ontario College of Education, 371 Bloor St. West, Toronto 5.

80. SCHOOL LIBRARIANSHIP SUMMER COURSES

There are three six-week summer courses leading to the Specialist Certificate in School Librarianship. The Intermediate Courses, Parts I and II, lead to the Intermediate Certificate in School Librarianship. The third summer course leads to the Specialist Certificate. These three courses must be taken consecutively. These three courses are offered to meet the greatest need, hence all three courses are not necessarily offered every summer, nor consecutively.

The Intermediate Courses, Parts I and II, will be offered in Toronto from July 5, 1965 to August 13, 1965. Application forms may be obtained from the Head of School Librarianship Course, Ontario College of Education, 371 Bloor Street West, Toronto 5. Applications must be submitted before May 1, 1965. Enrolment is limited to 60 candidates in each course.

Intermediate Course, Part I

This is the first of two summer courses leading to the Intermediate Certificate in School Librarianship. This course offers basic training for teachers who will serve as secondary school librarians. It will include the following subjects: Classification and Cataloguing as related to school needs with laboratory periods for practice; The School Library Collection with particular attention to Biography and basic Reference books; School Library Administration including the school library programme and methods of teaching the use of books and libraries.

Applicants for admission to this course must:

hold an Interim High School Assistant's Certificate, Type B, or a Permanent High School Assistant's Certificate; and

submit evidence of at least one year of successful teaching experience in an Ontario secondary school certified by the Ontario Department of Education.

An average of 60% in each subject is required to pass. Candidates who successfully complete this course will be issued a letter of confirmation.

Intermediate Course, Part II

This is the second of two summer courses leading to the Intermediate Certificate in School Librarianship. This course continues the basic training offered in Part I with emphasis on the materials and services supplied by the school library to support the secondary school curriculum. It will include the following subjects: Classification and Cataloguing; The School Library Collection; School Library Administration.

Applicants for admission to this course must:
hold an Interim High School Assistant's Certificate, Type B, or a Permanent High School Assistant's Certificate; and
hold an Elementary Certificate in School Librarianship, or a letter of confirmation of successful completion of School Librarianship, Intermediate Course, Part I; and
submit evidence of at least one year of successful experience in organizing and administering an Ontario secondary school library and its programme during a minimum of 15 periods per week subsequent to completion of the Intermediate Course, Part I, certified by the principal of the school concerned. This school library experience should include: conducting a library programme with regular classes; supervising student use of the library before and after regular school hours; organizing library materials and services in library work periods.

An average of 60% in each subject is required to pass. Candidates who successfully complete this course will be recommended for the Intermediate Certificate in School Librarianship.

Specialist Course

This course will continue the training offered in the Intermediate Course. It will include the following subjects: Classification and Cataloguing; The School Library Collection with particular attention to adult books for young people, the classics, and reference books; School Library Administration with emphasis on developing work with subject teachers.
Applicants for admission to this course must:
hold a Permanent High School Assistant's Certificate; and
hold an Intermediate Certificate in School Librarianship; and
submit evidence of at least one year of successful experience in organizing and administering an Ontario secondary school library and its programme during a minimum of 15 periods per week subsequent to completion of the Intermediate Course, Part II, certified by the Inspector of Secondary School Libraries.

An average of 60% in each subject is required to pass. Candidates who successfully complete this course will be recommended for a Specialist Certificate in School Librarianship.

81. COMMERCIAL SUMMER COURSES

Teachers who wish to enrol in any of the following courses should write for application forms to the Registrar, Ontario College of Education, 371 Bloor Street West, Toronto 5, and should submit the completed form to the Registrar before June 1, 1965. The fee for each summer course is $50. This fee is to be paid *after acceptance*, to the Chief Accountant, University of Toronto, before the day of registration.

Intermediate Course, Part I

Summer courses leading to the completion of Part I of the Intermediate Accountancy or Intermediate Secretarial will be held at Eastern

High School of Commerce for candidates who qualify for the courses. Applicants who hold a Second Class (Elementary-School) or a more advanced teaching certificate are eligible.

Subjects:

Penmanship; Typewriting A; Shorthand A; Bookkeeping A; Typewriting B; Shorthand Theory; Bookkeeping B; Typing Methods; Shorthand Methods; Bookkeeping Methods; Business Practice Methods.

NOTE: Business Practice Methods may be substituted for Penmanship this summer only.

Intermediate Course, Part II

Summer courses leading to the Intermediate Accountancy or Intermediate Secretarial certificates will be held at Eastern High School of Commerce for candidates who qualify for the courses. To these courses may be admitted an applicant who has completed or who is completing subjects for the Intermediate, Part I, course.

Subjects:

Office Practice; Business Law; Business Arithmetic; Business Correspondence; Economic History; Shorthand Practice.

Specialist Course

Summer courses leading to the Specialist certificates in Commercial will be held at Eastern High School of Commerce for candidates who qualify for the courses. To these courses may be admitted an applicant who is qualified to teach in a high school in Ontario and who holds the Intermediate, Part II, Commercial certificate or who is completing subjects for this certificate and whose programme, approved by the Principal, permits a start on subjects leading to a Commercial Specialist Certificate. In all subjects of the Specialist course, except Business Machines and Methods, extension courses with the Department of Extension, University of Toronto, must be approved by the Principal and completed prior to enrolment in these subjects at the summer course.

Subjects:

Accounting I; Economics; Business Machines; Accounting II; Secretarial I; Secretarial II; Major Methods in Accounting Subjects; Major Methods in Secretarial Subjects; Organization and Supervision of a Commercial Department.

NOTE: Merchandising is being added to the Specialist programme starting this summer. There are special conditions with regard to the granting of credit for and admission to these subjects. Business Finance and Business Organization will also be introduced this summer. Please mail enquiries with full details to Professor A. P. Seggie, Ontario College of Education, 371 Bloor Street West, Toronto 5.

Credit may be allowed for equivalent university courses previously taken if certified statements or transcripts are submitted.

If a candidate is in doubt concerning the requirements for the Commercial certificates, he should write to the College of Education for a copy of the pamphlet, *How to Qualify as a Business Teacher in Ontario.*

Supplemental Examinations

Supplemental Examinations in all the commercial subjects except Methods will be held on July 1 and 2, 1965, at the Eastern High School of Commerce, 16 Phin Ave., Toronto 6, for those who qualify.

Subject Qualification:

Subjects of the Intermediate, Part I or II courses for which bulletins through the Extension Department, University of Toronto have been completed successfully.

Subjects of the Intermediate, Part I or II courses that have been taught for at least one year within the last two years. This must be certified by a statement from the principal of your school.

Subjects of the Intermediate, Part I or II courses for which night school work at a high school, business college or university has been completed succesfully.

Subjects in which the applicant has failed to obtain 66% at university or a commercial high school.

Subjects in which the applicant failed to obtain standing at a previous summer course.

For permission to try these supplemental examinations, write to the principal, Professor A. P. Seggie, Ontario College of Education, 371 Bloor Street West, Toronto 5, before June 15, 1965.

The fee for the examination is $5.00 per subject and is to be paid on the day of writing the examination.

82. VOCATIONAL COMMERCIAL SUMMER COURSE

Vocational, Type B in certain Commercial Subjects

As a temporary measure, if there are sufficient applicants, a Special Vocational Commercial Summer Course of five weeks will be offered in Toronto, in 1965, leading to an Interim Vocational Type B certificate valid for teaching certain Commercial skills or subjects in a secondary school for those who meet the Department of Education requirements for this two-summer course. A second summer of five weeks in 1966 will be required to complete the certificate.

The second summer of this two-summer Special Vocational Commercial Summer Course leading to an Interim Vocational, Type B certificate valid for teaching certain commercial skills or subjects will be offered in Toronto in 1965 for those who completed successfully the first five weeks in 1964.

If there are sufficient applicants, another Special Commercial Summer Course with three summers of five weeks will also be offered in Toronto in 1965 leading to an Interim Vocational, Type B certificate valid for teaching Typing, Office Practice, and Shorthand in any secondary school for those who meet the Department of Education requirements for this three-summer course.

The second and third summer of this three-summer special Vocational Commercial Summer Course leading to an Interim Vocational, Type B

certificate, valid for teaching Typing, Office Practice and Shorthand only, will be offered in Toronto in 1965 for those who completed successfully the work of the previous summer course in 1964.

Any student who completes this Vocational Type B certificate and obtains an approved degree, may secure a High School Assistant's certificate, Type B, by attending the Summer Session for Teachers with Professional Training and passing the examinations of the course.

These special Vocational Commercial courses will be discontinued as soon as there are sufficient teachers being supplied by the regular programme.

83. ELEMENTARY-SCHOOL TEACHERS, COMPLETING COURSE

This course is for High School Assistants who hold credit towards the Elementary-School Teacher's certificate.

84. INDUSTRIAL ARTS SUMMER COURSES

Specialist Course

Summer courses leading to Specialist certification in Industrial Arts will be held from June 30, 1965 to August 4, 1965. Parts I and III will be offered if enrolment in each part is sufficient.

Requirements for entrance into Part I are: an Intermediate certificate and one year of successful teaching in Industrial Arts; standing in eight Grade XIII papers; and above-average grading by the inspector concerned.

Candidates who wish to apply for entrance to Part III must submit the official records of satisfactory completion of both Part I and Part II.

Applications should be made before May 1, 1965, to the Director of Vocational Teacher Education, Ontario College of Education, 371 Bloor Street West, Toronto 5.

Intermediate Course

This course consists of 4 parts. Part I is preparatory. Parts II, III and IV are each of 5 weeks' duration.

To Part II will be admitted (if sufficient candidates apply):

Candidates holding High School Assistants' certificates, who have passed in the supplementary course in Industrial Arts (called Part I). See Section 22, and Section 54.

Candidates holding Vocational certificates, who are teaching Industrial Arts in secondary schools.

Candidates holding Elementary-School Teachers' certificates and also Parts I, II, and III of the Elementary Industrial Arts course.

Application should be made before May 1, 1965 to the Director of Vocational Teacher Education, Ontario College of Education, 371 Bloor Street West, Toronto 5, Ontario.

85. OCCUPATIONAL TRADES SUMMER COURSES

Courses leading to Occupational Certificates. Parts I and II will be offered in 1965.

To Part I will be admitted holders of Vocational certificates, and holders of Industrial Arts Intermediate certificates, who hold contracts with Boards of Education to teach this subject in composite schools. Part II will be offered also in 1965.

To Part II will be admitted candidates who have completed Part I.

86. VOCATIONAL SUMMER COURSES

Vocational, Type B

Summer courses leading to the Vocational Certificate, Type B, will be offered from June 30 to August 13, 1965, for holders of High School Assistant's certificates who meet Department of Education requirements for vocational certification.

The first of two seven-week Summer Sessions leading to the Interim Vocational certificate, Type B, will be offered from June 30, 1965, to August 13, 1965, inclusive.

Provincial Institute of Trades Technical Instructors Course

PARTS I and II will be offered in 1965, dates as above.

Vocational, Type A

A summer course leading to the Vocational Certificate, Type A, will be held from June 30 to August 4, 1965. Parts I and II will be offered.

Requirements for Specialist certification are: a Permanent Ordinary Vocational certificate; above-average grading by the inspector concerned; standing in six Grade XIII papers one of which must be English Composition, or approved equivalents.

Application should be made to the Director of Vocational Teacher Education, Ontario College of Education, 371 Bloor Street West, Toronto 5, before June 1.

Re-certification and up-grading courses in Machine Shop Practice, Carpentry and Building Construction, and Mechanical Drafting will be offered from June 30 to August 4, 1965, provided that the enrolment is sufficient to warrant operation.

To these courses may be admitted holders of Vocational certificates or Industrial Arts Specialist certificates.

87. PHYSICAL EDUCATION SUMMER COURSES

Separate courses will be offered for men and women. These courses lead to the following certificates:

Intermediate

Summer courses leading to the Intermediate certificate (Parts I and II) will be held in Toronto from July 5 to August 6, 1965.

The course leading to an Intermediate Physical Education certificate consists of two Summer sessions (Intermediate, Parts I and II).

Applicants for admission to the course must hold an Interim High

School Assistant's certificate, Type B, or a Permanent High School Assistant's certificate.

Applicants holding an Elementary Physical Education certificate granted under former regulations may be admitted to the second Summer Session (Intermediate II).

Specialist

The Summer course leading to the Specialist certificate will be held in Toronto from July 5 to August 13, 1965.

Applicants for admission to the course must hold an Interim High School Assistant's certificate, Type B, or a Permanent High School Assistant's certificate and an Intermediate Physical Education certificate, and have taught for a period of at least one year in a secondary school in Ontario, or in Grade IX or X of a public or separate school in Ontario.

Applicants holding an Interim High School Assistant's certificate, Type B, or a Permanent High School Assistant's certificate, and a Supervisor's certificate in Physical Education, and who pass the qualifying examinations held at the beginning of the course, may be admitted to the course.

Special Course for Teachers of Physical Education for Girls

The Special Course for Teachers of Physical Education for Girls will be held in Toronto from July 5 to August 6, 1965.

Applicants for admission to the course must hold:

Permanent Elementary-School Teacher's (or First Class) certificate,

A Secondary School Honour Graduation diploma or equivalent standing,

A contract with an Ontario Secondary School Board of Education.

After satisfactory completion of the course, the candidate will receive a letter to that effect issued by the Department of Education.

Equipment

All students in Physical Education are required to wear the prescribed uniform in practical classes. The approximate cost of a uniform is $10 for the women and $6 for the men. Information concerning equipment, books, preparation for the course, location of the course, and hours, will be sent on acceptance of applications.

Medical Certificates

Each applicant will be required to forward by June 15 a medical certificate from his own physician indicating that he is physically fit to take the course. Final registrations will not be accepted and students will not be permitted to take part in the course until this condition has been fulfilled.

Applications

Application forms may be obtained for women's courses from the Head of Women's Physical Education, Ontario College of Education, 371 Bloor Street West, Toronto 5; for men's courses from the Head of Men's Physical Education, Ontario College of Education, 371 Bloor Street West, Toronto 5.

Completed application forms must be returned not later than June 1, 1965.

88. THEATRE ARTS SUMMER COURSE

A summer course leading to the Certificate in Theatre Arts will be held at Castle Frank High School, Toronto, from July 5 to August 13, 1965, for qualified experienced teachers who have a special interest and/or experience in dramatics.

The course will include lectures and seminars in methods of presenting Theatre Arts, workshop sessions in selection, direction of plays, voice production, techniques of acting and stagecraft.

Visits to professional theatres in Toronto and a trip to Stratford will be included in this course.

Practical test in reading, rôle playing, make-up and a written examination in methods will be held during the concluding week of the course.

Because of its intensive nature, the class will be limited to 30 persons.

GRADUATE DEGREES IN EDUCATION

89. The Ontario College of Education offers programmes of study leading to the graduate degrees of Bachelor of Education, Master of Education, Master of Arts, Master of Philosophy, Doctor of Education and Doctor of Philosophy.

For information regarding these programmes see the separate announcement "Courses Leading to Graduate Degrees in Education, 1965–1966."

STUDENTS FROM OVERSEAS

90. In a typical year students from a dozen or more overseas countries will be registered in the College. While the majority of these are experienced officials pursuing studies leading to graduate degrees, arrangements are also made for individual students from abroad to be enrolled in an appropriate teacher-training programme. A special effort is made to welcome qualified overseas students who plan to return to their own country on completion of their studies, and to meet their special needs insofar as the resources of the College permit.

DEPARTMENT OF EDUCATIONAL RESEARCH

91. Members of staff participate in the teacher training and the graduate studies programme of the College but their major responsibilities are to plan, carry out, and report research in education and to advise government agencies, voluntary organizations, and private individuals on the conduct of research, the identification of problems, and the formulation of policies in education. Research studies are instigated by members of staff, government, in particular the Ontario Department of Education, and non-government organizations.

Studies in the first category usually arise from staff contact with

educationalists in schools and universities. Two major examples of this sort of study are the large-scale longitudinal research into the utilization of students' potentialities in secondary school and in further education, and research into the development of objective tests of aptitude, achievement, and personality designed for the use of Canadian elementary and secondary schools.

For the Ontario Department of Education the Department also undertakes research into the system of administering legislative grants to local school boards, and assists with administering the Grade XII objective tests, and the Grade XIII examinations.

In its capacity as a trainer of researchers in education, the Department offers a number of part-time and full-time assistantships each year.

COMMITTEE ON ADVANCED STANDING

92. The Director and Associate Director of the Committee on Advanced Standing give ratings on academic standing to candidates who are seeking endorsement of the High School Assistant's certificate, Type B, or the Permanent High School Assistant's Certificate, or who are applying for admission to a course leading to a High School Assistant's certificate, Type A. Candidates for endorsement, or Type A admission may apply to this office for approval of university courses to be used for credits toward completing the academic requirements.

Written enquiries should be addressed to the Director, Committee on Advanced Standing, Ontario College of Education, 371 Bloor Street West, Toronto 5.

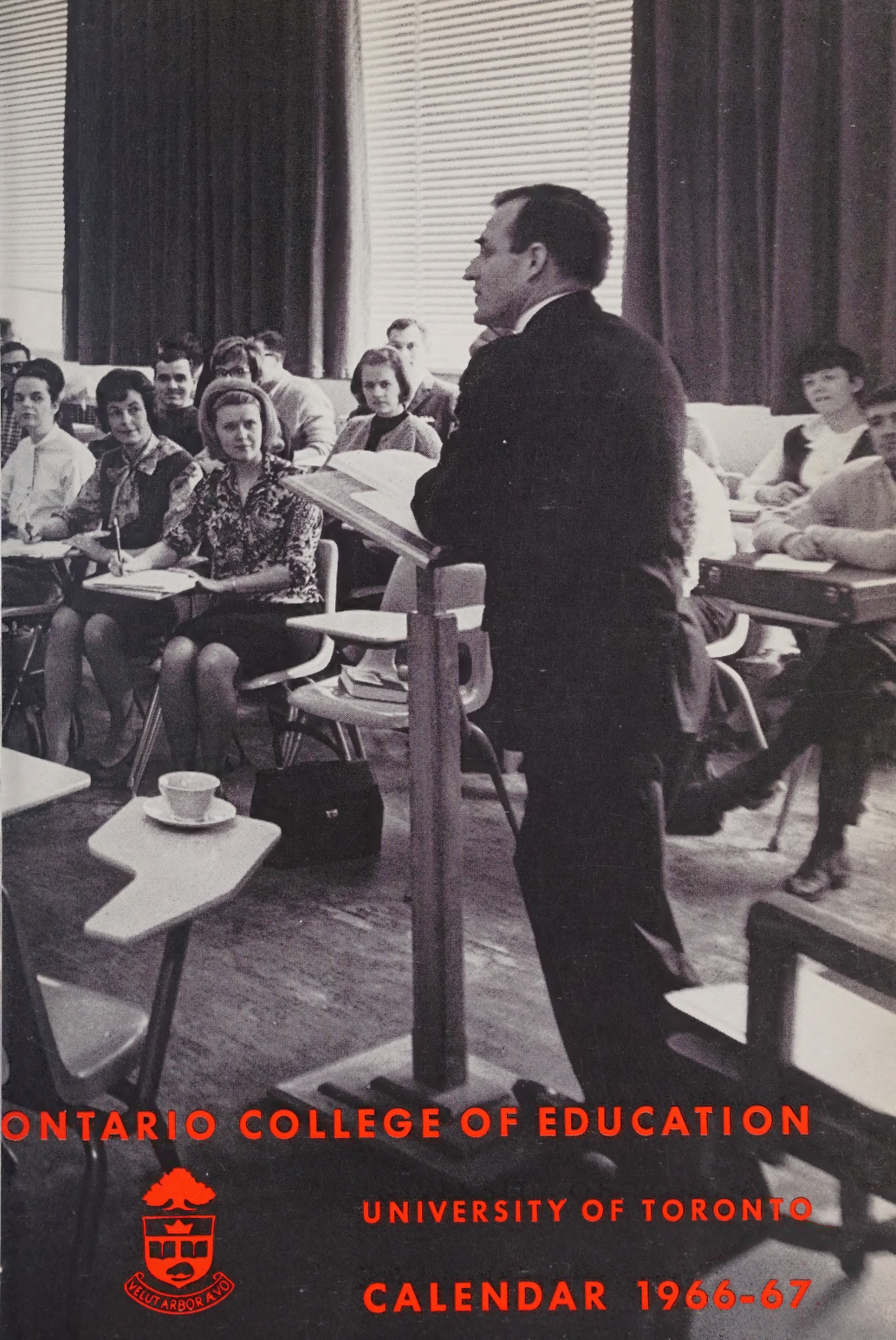
The University of Toronto issues the following calendars and other publications concerning courses of instruction given by the University, any one of which may be had on application to the Registrar of the University or to the Secretary of the Faculty, School or Institute about which information is sought.

CALENDARS AND OTHER PUBLICATIONS ISSUED BY THE UNIVERSITY OF TORONTO

ADMISSION INFORMATION—	Admission Awards
	Admission Circular
APPLIED SCIENCE AND ENGINEERING—	Faculty of Applied Science and Engineering
	Diploma Course in Operations Research
ARCHITECTURE—	School of Architecture
ARTS AND SCIENCE—	Faculty of Arts and Science
	Courses and Subjects in Arts and Science
	Diploma Course in Computing and Data Processing
BUSINESS—	School of Business—Graduate Programme in Business Administration
	Winter Evening Seminars
CHILD STUDY—	Institute of Child Study
DENTISTRY—	Faculty of Dentistry
	Courses for Graduates in Dentistry
	Dental Hygiene
EDUCATION—	Ontario College of Education
	Graduate Degrees in Education
EXTENSION—	General Course (Extension)
	Evening Course in Business (Leading to a Certificate)
	Evening Tutorial Classes
	Business and Industry Courses
	Correspondence Courses
FOOD SCIENCES—	Faculty of Food Sciences
FORESTRY—	Faculty of Forestry
GRADUATE STUDIES—	School of Graduate Studies
HYGIENE—	School of Hygiene
LAW—	Faculty of Law
LIBRARIANSHIP—	Library School
MEDICINE—	Faculty of Medicine
	Division of Rehabilitation Medicine
	Division of Postgraduate Medical Education
MUSIC—	Faculty of Music
	The Royal Conservatory of Music
	School of Music Year Book
	General Syllabus
	Pianoforte and Theory Syllabus
NURSING—	School of Nursing
PHARMACY—	Faculty of Pharmacy
PHYSICAL AND HEALTH EDUCATION—	School of Physical and Health Education
SOCIAL WORK—	School of Social Work

Enquiries about Massey College should be addressed to:

The Master, Massey College, University of Toronto, Toronto 5.



ONTARIO COLLEGE OF EDUCATION

UNIVERSITY OF TORONTO

CALENDAR 1966-67

In view of increasing costs of supplies and labour, fees, residence dues and other charges set forth in this calendar are subject to change by the Board of Governors.

University of Toronto

ONTARIO COLLEGE OF EDUCATION

CALENDAR 1966-1967

PRE-COLLEGE OBSERVATION PERIOD

All those who intend to become students in the regular session of the Ontario College of Education are strongly advised to apply to the principal of a convenient secondary school for permission to spend a period of observation of school organization, daily routine and teaching techniques at the secondary school level. This period of a few days' duration prior to the opening of the College term is of genuine value to prospective teachers in acquainting themselves with problems of administration, instruction and orientation at the beginning of the school year.

UNIVERSITY OF TORONTO PRESS

1966

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HISTORICAL NOTE

When secondary education in Upper Canada was officially introduced in 1807, qualifications for teachers were ill-defined and professional training non-existent. Nevertheless, a surprising number of "educated gentlemen" found their way into the classrooms of the District Grammar Schools. Unfortunately, the supply of these superior pedagogues failed to keep pace with the growth of the province's population and the subsequent increase in schools. But in spite of the difficulties encountered, no serious attempt to provide teacher training was made for more than half a century.

Beginning in 1858, a number of experiments involving model schools and training institutes was conducted with the aim of improving the academic and professional qualifications of teachers. None of these endeavours met with widespread satisfaction.

In 1890, all such operations were abandoned with the founding of a provincial School of Pedagogy in Toronto. Seven years later, this institution was moved to Hamilton and renamed the Ontario Normal College.

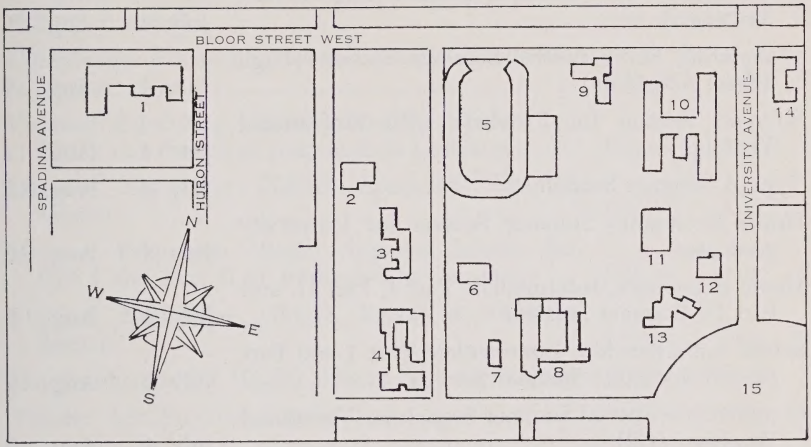
In 1906, the training of secondary school teachers was modified drastically when Faculties of Education were organized at the University of Toronto and at Queen's University. In Toronto, the Faculty offered professional secondary school courses, elementary school courses, and postgraduate courses in Pedagogy. In order to improve the practical and experimental aspects of its programme, the Faculty established, in 1910, a practice school, the University of Toronto Schools.

This pattern of teacher training continued until after the close of World War I. In 1920, it came to an abrupt end when the Faculty of Education at Queen's was discontinued and the Faculty at Toronto was designated as the Ontario College of Education, University of Toronto.

During the period since its inception, the Ontario College of Education has expanded its programme, its services, its facilities and has added a number of important departments: the Guidance Centre, in 1945; the Vocational and Industrial Arts Department, in 1946; the Department of Advanced Academic Recommendation (now known as the Committee on Advanced Standing), in 1957.

Today the Ontario College of Education pursues its traditional task of training secondary school teachers and, in addition, produces a number of elementary teachers. It continues to offer postgraduate courses in Education and administers the University of Toronto Schools.

In 1965, a second Ontario College of Education, affiliated with the University of Western Ontario, was opened at London and, in 1967, a third College of Education, affiliated with Queen's University, will be opened at Kingston.



NORTHWESTERN PORTION, THE ST. GEORGE CAMPUS, UNIVERSITY OF TORONTO

1. Ontario College of Education
2. Military Studies
3. St. Hilda's College
4. Massey College
5. Varsity Stadium and Arena
6. Gerald Larkin Building
7. Devonshire House
8. Trinity College
9. Royal Conservatory School of Music
10. Royal Ontario Museum
11. Edward Johnson Building
12. Extension Division
13. Law Faculty
14. Food Sciences
15. Queen's Park

ACADEMIC CALENDAR, 1966 Summer Session

Courses	*Begins*	*Ends*
1966		
Initial Eight-Weeks' Summer Session (High School Assistants)	July 4	Aug. 26
Completing Seven-Weeks' Summer Session (High School Assistants)	July 4	Aug. 19
Summer Session for Teachers with Professional Training	July 4	Aug. 12
Type A Summer Session	July 4	Aug. 12
Home Economics Summer Session for University graduates	July 4	Aug. 12
Home Economics, Intermediate Part I, Part II, and Part IV Summer Sessions	July 4	Aug. 5
School Librarianship, Intermediate Part I and Part II, and Specialist Summer Session	July 4	Aug. 12
Commercial—Special Summer Session for Vocational Teachers (C2)	July 4	Aug. 5
Commercial—Special Summer Session for Vocational Teachers (C3)	July 4	Aug. 5
Commercial Vocational—Completing Course (C2)	July 4	Aug. 5
Second and Third Summer Session for Vocational Teachers of Commercial Subjects (C3)	July 4	Aug. 5
Commercial—Summer Session for Intermediate Accountancy Parts I & II, Intermediate Secretarial Parts I & II, and Specialist	July 4	Aug. 5
Vocational—Special Summer Session for Teachers of Technical Subjects	July 4	Aug. 19
Occupational—Special Summer Session for Teachers of Diversified Trades (Pedagogy)	July 4	Aug. 19
Vocational Summer Session for Type A Certificates, Part II (Part I to be held in London this year)	July 4	Aug. 5
Occupational Summer Session for Type A Certificates, Parts I & II	July 4	Aug. 5
Occupations (Practical) for Men, Parts I and II	July 4	Aug. 5
Occupations (Practical) for Women, Parts I and II	July 4	Aug. 5
Vocational Summer Session Completing Course for Technical and Occupational Teachers (Pedagogy)	July 4	Aug. 19

ACADEMIC CALENDAR

Courses	*Begins*	*Ends*
Intermediate Industrial Arts, Part I and Part II	July 4	Aug. 5
Industrial Arts Specialist Summer Session, Type A, Parts I and II	July 4	Aug. 5
Completing Elementary-School Teachers' Summer Session	July 4	Aug. 5
Physical Education (Girls) Summer Session for Part I and Part II of Intermediate Certificate	July 4	Aug. 5
Physical Education (Girls) Specialist Summer Session	July 4	Aug. 12
Physical Education (Boys) Summer Session for Part I and Part II of Intermediate Certificate	July 4	Aug. 5
Physical Education (Boys) Specialist Summer Session	July 4	Aug. 12
Physical Education (Girls) Special Summer Session	July 4	Aug. 5
Theatre Arts Summer Session	July 4	Aug. 12

ACADEMIC CALENDAR, REGULAR SESSION, 1966–67

Autumn Term, 1966—September 19 to December 21

September	19	Registration
September	19	Address by the President to the students of all faculties and schools at 3.30 p.m. in Convocation Hall
October	10	Thanksgiving Day
November	11	Remembrance Day Service at 10.45 a.m.
December	31	Last day for accepting applications for supplemental practical tests

Winter Term, 1967—January 4 to March 23

January	20	Last day for receiving the second instalment of fees
January	31	Last day for accepting applications for supplemental written examinations
March	24	Good Friday

Spring Term, 1967—April 3 to May 29

May	1–12	Final Examinations
May	29–June 6	University Commencement

ADMINISTRATIVE OFFICERS

1965–66

THE UNIVERSITY

President . . . . . C. T. Bissell, M.A., Ph.D., D.Litt., LL.D., F.R.S.C.
Executive Assistant to the President . . . . . D. F. Forster, B.A., A.M.

Vice-President and Provost . . . . . M. St. A. Woodside, M.A., LL.D.
Vice-Provost . . . . . J. H. Sword, M.A.

Vice-President (Research Administration)
G. de B. Robinson, M.B.E., B.A., Ph.D., F.R.S.C.

Vice-President for Scarborough and Erindale Colleges and Principal of Erindale College . . . D. C. Williams, M.A., Ph.D.

Chief Librarian . . . . . R. H. Blackburn, M.A., B.L.S., M.S., LL.D.

Vice-President (Administration) . . . . . F. R. Stone, B.Com., C.A.
Director of Finance . . . . . G. L. Court, D.F.C., M.Com., C.A.
Secretary of the Board of Governors and Director of Administrative Services . . . . . D. S. Claringbold
Director of Physical Plant . . . . . F. J. Hastie, B.Sc., P.Eng.

Registrar and Director of Student Services . . . . R. Ross, M.B.E., M.A.
Director of Admissions . . . . . E. M. Davidson, B.A.
Director of Financial Aid . . . . . R. L. Purves, D.S.O., C.D., B.A.
Special Officer (Secondary School Liaison)
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Director of Statistics and Records . . . . J. M. Tusiewicz, M.A.Sc., M.B.A.
Director of University Health Service . G. E. Wodehouse, M.C., M.D., F.R.C.P.
Assistant Director of University Health Service—Women
Miss F. H. Stewart, B.A., M.D.
Director of Placement and Housing Services . J. K. Bradford, O.B.E., M.A.Sc.
Director of International Student Centre . . . . . Mrs. K. Riddell, B.A.
Director of the Advisory Bureau
D. J. McCulloch, B.A., M.D., D.Psych., F.R.C.P.

Director of University Extension . . . . . G. H. Boyes, M.A.

Director of University of Toronto Press . . . . . M. Jeanneret, B.A.

Director of Information . . . . . K. S. Edey
Director of Alumni Affairs . . . . . J. C. Evans, B.A.
Director of Development . . . . . R. J. Albrant

Warden of Hart House (Acting) . . . . . E. A. Wilkinson, B.A.
Director of Athletics and Physical Education—Men . . W. A. Stevens, B.S.
Director of Athletics and Physical Education—Women (Acting)
Miss D. Jackson, B.Sc., M.A.
Director of Hart House Theatre . . . . . R. S. Gill, M.A.

ADMINISTRATIVE STAFF

1966–1967

THE ONTARIO COLLEGE OF EDUCATION

Dean ..... D. F. Dadson, B.A., B.Ed.
Assistant Dean ..... H. O. Barrett, B.A., B.Paed., D.Paed.
Director of the Guidance Centre ..... M. D. Parmenter, M.A.
Director of the Department of Vocation and Industrial Arts
A. W. Frizzell, B.A.Sc., P.Eng.
Director of the Department of Business Education ..... A. P. Seggie, B.A.
Director of Practice Teaching ..... J. W. Dodd, B.A.
Director, Committee on Advanced Standing H. M. Fowler, B.A., Ed.D.
Associate Director, Committee on Advanced Standing
J. S. Carlisle, B.A., B.Paed.
Librarian ..... Mrs. Katherine Packer, B.A., A.M.L.S.
Registrar ..... Miss A. A. L. Elliott, B.A.

Communications to the Ontario College of Education should be addressed to the Registrar, Ontario College of Education, 371 Bloor Street West, Toronto 5.

TEACHING STAFF 1965–66

HIGH SCHOOL ASSISTANTS' COURSE

ADMINISTRATION AND PROFESSIONAL PRACTICE

A. S. Nease, M.A. ..... *Professor*

ART

P. H. Tacon, M.A.Paed. ..... *Professor*

CLASSICS

B. C. Taylor, M.A. ..... *Professor*

COMMERCIAL SUBJECTS

A. P. Seggie, B.A. ..... *Professor*
G. A. Reid, B. Comm., B.Ed., M.A. ..... *Associate Professor*

ECONOMICS AND POLITICAL SCIENCE

W. B. S. Trimble, M.A., M.Ed. ..... *Assistant Professor*

EDUCATIONAL PSYCHOLOGY

H. O. Barrett, B.A., B.Paed., D.Paed. ..... *Professor*

ELEMENTARY EDUCATION

G. E. Tait, B.A., B.Paed., Ed.D. ..... *Professor*

ENGLISH

R. J. McMaster, B.A., B.Ed. ..... *Professor*
J. W. MacDonald, M.A. ..... *Assistant Professor*

FRANÇAIS

J. M. Tessier, B.A. ..... *Associate Professor*

GEOGRAPHY

W. E. Sager, C.D., B.A. ..... *Associate Professor*
R. P. Baine, M.A. ..... *Assistant Professor*

GUIDANCE

M. D. Parmenter, M.A. ..... *Professor*

HEALTH AND PHYSICAL EDUCATION

J. H. Passmore, B.A., B.P.H.E., B.Ed. ..... *Professor*
J. R. Life, B.P.H.E., M.Ed. ..... *Associate Professor*
Miss Jean M. Stirling, B.A. ..... *Associate Professor*

HISTORY

A. D. Lockhart, M.A. ..... *Professor*
J. C. Ricker, M.A. ..... *Assistant Professor*

HISTORY AND PHILOSOPHY OF EDUCATION

J. M. Paton, M.A., D.Paed. ..... *Professor*
A. F. Skinner, M.A., B.Sc., Ph.D., F.E.I.S. ..... *Professor*

HOME ECONOMICS

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MATHEMATICS

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D. L. Mumford, B.A. ..... *Associate Professor*
W. S. Sawyer, B.A., M.A. ..... *Professor*

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G. A. Kirk, M.A., Dip.D'E. ..... *Associate Professor*

MUSIC

K. I. Bray, Mus.Bac., M.M. ..... *Associate Professor*

PSYCHOLOGY AND SOCIOLOGY

A. M. Tough, Ph.D. ..... *Assistant Professor*

SCHOOL LIBRARIANSHIP

Miss Margaret Scott, B.A., B.L.S. ..... *Associate Professor*

SCIENCE

A. H. Louden, B.A., B.Paed. ..... *Professor*
R. G. Casson, B.Sc. ..... *Associate Professor*
W. A. Andrews, M.Sc., B.Ed. ..... *Assistant Professor*

THEATRE ARTS

J. W. Dodd, B.A. ..... *Professor*
Miss E. Crampton, L.U.D., C.S.T.D., I.P.C. ..... *Special Lecturer*

VOCATIONAL COURSE

EDUCATIONAL PSYCHOLOGY

T. H. G. Luther, M.A., B.Ed. ..... *Associate Professor*

ENGLISH

C. H. Wall, B.A. ..... *Associate Professor*
G. R. Burfield, B.A. ..... *Assistant Professor*

HISTORY OF VOCATIONAL EDUCATION

G. R. Burfield, B.A. ..... *Assistant Professor*

INDUSTRIAL ARTS

T. H. G. Luther, M.A., B.Ed. ..... *Associate Professor*
E. P. Emerson, B.A., M.Ed. ..... *Associate Professor*
C. Otto ..... *Lecturer*
A. Jameson ..... *Lecturer*
P. J. Briggs ..... *Lecturer*
W. W. Wilson, B.Sc. ..... *Assistant Professor*

PRINCIPLES OF TEACHING

A. W. Frizzell, B.A.Sc., P.Eng. ..... *Professor*
F. E. Mason, B.A. ..... *Associate Professor*
D. J. Long, B.A. ..... *Associate Professor*
W. J. Watson ..... *Lecturer*
H. J. Taylor ..... *Lecturer*

ADMINISTRATION AND PROFESSIONAL PRACTICE

A. S. Nease, M.A. ..... *Professor*

TECHNICAL SUBJECTS

F. E. Mason, B.A. ..... *Associate Professor*
D. J. Long, B.A. ..... *Associate Professor*
H. J. Taylor ..... *Lecturer*
W. J. Watson ..... *Lecturer*

SCHOOLS USED IN THE PRACTICE TEACHING PROGRAMME

Adam Scott Collegiate Vocational Institute	PETERBOROUGH
Albion Hills Conservation School	BOLTON
Aldershot High School	BURLINGTON
Alderwood Collegiate Institute	ETOBICOKE
Barton Secondary School	HAMILTON
Bathurst Heights Secondary School	NORTH YORK
Bayview Secondary School	YORK CENTRAL
Bedford Park Public School	TORONTO
Bendale Vocational School	SCARBOROUGH
Birchmount Park Collegiate Institute	SCARBOROUGH
Bloor Collegiate Institute	TORONTO
Bramalea Secondary School	BRAMALEA
Brampton High School	BRAMPTON
Burlington Central High School	BURLINGTON
Burnhamthorpe Collegiate Institute	ETOBICOKE
Castle Frank High School	TORONTO
Cedarbrae Secondary School	SCARBOROUGH
Central High School of Commerce	TORONTO
Central Peel Composite School	BRAMPTON
Central Secondary School	HAMILTON
Central Technical School	TORONTO
Crestwood Secondary School	PETERBOROUGH (SUBURBAN)
Danforth Technical School	TORONTO
David and Mary Thomson Collegiate Institute	SCARBOROUGH
Don Mills Collegiate Institute	NORTH YORK
Downsview Secondary School	NORTH YORK
Dr. F. J. Donevan Collegiate Institute	OSHAWA
Dufferin Heights Junior High School	NORTH YORK
Earl Haig Secondary School	NORTH YORK
Eastern High School of Commerce	TORONTO
East York Collegiate Institute	EAST YORK
Emery Collegiate Institute	NORTH YORK
Etobicoke Collegiate Institute	ETOBICOKE
Forest Hill Collegiate Institute	FOREST HILL
George Harvey Secondary School	YORK TOWNSHIP
Glendale Secondary School	HAMILTON
Gordon Graydon Memorial Secondary School	PORT CREDIT
Grantham Secondary School	ST. CATHARINES

Harbord Collegiate Institute	TORONTO
Hawkesbury District High School	HAWKESBURY
Hill Park Secondary School	HAMILTON
Humberside Collegiate Institute	TORONTO
Humber Valley Village Public School	ETOBICOKE
Jarvis Collegiate Institute	TORONTO
Kenner Collegiate Vocational Institute	PETERBOROUGH
King Edward Public School	TORONTO
Kipling Collegiate Institute	ETOBICOKE
Lakeport Secondary School	ST. CATHARINES
Langstaff Secondary School	YORK CENTRAL
Lawrence Park Collegiate Institute	TORONTO
Leaside High School	LEASIDE
Lindsay Collegiate Vocational Institute	LINDSAY
Lorne Park Secondary School	PORT CREDIT
Malvern Collegiate Institute	TORONTO
Merritton High School	ST. CATHARINES
Midland Avenue Secondary School	SCARBOROUGH
Monarch Park Secondary School	TORONTO
A. N. Myer Secondary School	NIAGARA FALLS
Nelson High School	BURLINGTON
Niagara Falls Collegiate Vocational Institute	NIAGARA FALLS
North Albion Collegiate Institute	ETOBICOKE
Northern Secondary School	TORONTO
North Toronto Collegiate Institute	TORONTO
Northview Heights Collegiate Institute	NORTH YORK
Oakville-Trafalgar High School	OAKVILLE
Oakwood Collegiate Institute	TORONTO
O'Neill Collegiate Vocational Institute	OSHAWA
Oshawa Central Collegiate Institute	OSHAWA
Pape Avenue Public School	TORONTO
Parkdale Collegiate Institute	TORONTO
Park Street Collegiate Institute	ORILLIA
Perdue High School	OAKVILLE
Peterborough Collegiate Vocational School	PETERBOROUGH
Port Credit Secondary School	PORT CREDIT
Queensborough Junior High School	NORTH YORK
R. H. King Collegiate Institute	SCARBOROUGH

R. S. McLaughlin Collegiate Institute	OSHAWA
Richmond Hill High School	YORK CENTRAL
Richview Collegiate Institute	ETOBICOKE
Riverdale Collegiate Institute	TORONTO
Royal York Collegiate Institute	ETOBICOKE
St. Andrew's Junior High School	NORTH YORK
St. Catharines Collegiate Vocational Institute	ST. CATHARINES
St. Lawrence High School	CORNWALL
Scarlett Heights Collegiate Institute	ETOBICOKE
Sir J. A. Macdonald Collegiate Institute	SCARBOROUGH
Sir Wilfrid Laurier Collegiate Institute	SCARBOROUGH
Sir Winston Churchill Secondary School	ST. CATHARINES
Southmount Secondary School	HAMILTON
Stamford Collegiate Vocational Institute	NIAGARA FALLS
Streetsville Secondary School	STREETSVILLE
Thomas A. Blakelock High School	OAKVILLE
Thornhill Secondary School	YORK CENTRAL
University of Toronto Schools	TORONTO
Victoria Park Secondary School	NORTH YORK
Vincent Massey Collegiate Institute	ETOBICOKE
W. A. Porter Collegiate Institute	SCARBOROUGH
W. L. Mackenzie Collegiate Institute	NORTH YORK
Westdale Secondary School	HAMILTON
Western Technical-Commercial School	TORONTO
West Hill Collegiate Institute	SCARBOROUGH
Westlane Secondary School	NIAGARA FALLS
Westmount Secondary School	HAMILTON
Winston Churchill Collegiate Institute	SCARBOROUGH
Woburn Collegiate Institute	SCARBOROUGH
Woodbridge High School	YORK CENTRAL
York Memorial Collegiate Institute	YORK TOWNSHIP
York Mills Collegiate Institute	NORTH YORK

GENERAL INFORMATION

1. FACILITIES

Students registered for courses in the Ontario College of Education may use the University's athletic facilities and Hart House, under such conditions as obtain with other students. They will also be admitted free to the Royal Ontario Museum, Bloor Street, and to the Toronto Art Gallery, Dundas St., from 9 a.m. to 5 p.m., on presentation of their Admit to Lecture cards.

ONTARIO COLLEGE OF EDUCATION LIBRARY

The Ontario College of Education Library provides service for faculty and students in the College of Education and also constitutes the collection in the field of education for the University of Toronto as a whole. It consists of approximately 40,000 volumes (books and bound journals) plus a pamphlet and picture collection for use in practice teaching. The Library subscribes to some 400 periodicals.

In addition to its loan collection the Library offers reference services for students as well as faculty, and maintains a general reference collection in addition to specialized bibliographical and research tools in the field of education. The Reference Room also houses a special collection of Early School Texts.

Students attending the Ontario College of Education are also entitled to use the University of Toronto Library and the other departmental libraries.

HOUSING SERVICE

For the convenience of those students who are not able to find accommodation in the University and College residences, the University maintains a listing of rooming houses, flats, apartments and homes. Information on these rooms may be obtained through the Housing Service office at 581 Spadina Avenue, Toronto 4.

Off-campus housing of this nature is not subject to University regulation; however, every effort is taken to make the information on the accommodation as complete as possible and students are encouraged to assist in this effort by reporting on the quality of the accommodation that they have occupied.

A limited amount of accommodation is offered in exchange for part-time services such as housekeeping or babysitting.

Student teachers operating a teaching machine in the Library of the Ontario College of Education.

2. COURSES AND INTERIM CERTIFICATES

The College offers courses for the following Ontario Department of Education interim certificates:

High School Assistant's, Type B.
High School Assistant's, Type A.
Elementary-School Teachers.
Part I of the course for the Intermediate in Art.
Part I of the course for the Intermediate in Physical and Health Education.
Part II of the course for the Intermediate in Physical and Health Education.
Course for the Specialist in Physical and Health Education.
Part I of the course for the Intermediate in Industrial Arts.
Part I of the course for the Intermediate in Instrumental Music and in Vocal Music.
The Intermediate in Home Economics.
Parts I and II of the course for the Intermediate Accountancy, Secretarial, Marketing or Data Processing in Commercial Subjects.
Part I of the course for the Intermediate in School Librarianship.
Course for the Theatre Arts.
Course for Elementary Guidance Certificate.

Vocational, Type B.
Occupational, Type B.
Vocational, Type A.
Occupational, Type A.
Intermediate in Industrial Arts.
Specialist in Industrial Arts.
Course for the degree Bachelor of Education.

The following grades of *certificates* qualify the holders for teaching academic subjects in Ontario secondary schools.

An Interim High School Assistant's Certificate, Type B, which qualifies the holder for five years as an Assistant.

A Permanent High School Assistant's Certificate.

An Interim High School Assistant's Certificate, Type A, which qualifies the holder for five years as an Assistant.

A High School Specialist's Certificate which qualifies the holder to be head of a Department.

Requirements for the above certificates:

For an Interim High School Assistant's Certificate, Type B; the completion of a professional course of training for this certificate at the Ontario College of Education.

For a Permanent High School Assistant's Certificate: the Interim High School Assistant's Certificate, Type B, and two years' successful teaching experience in Ontario in a secondary school or in Grades IX or X of a Public or Separate School.

For an Interim High School Assistant's Certificate, Type A: the completion of a professional course of training for this certificate at the Ontario College of Education.

For a High School Specialist's Certificate: an Interim High School Assistant's Certificate, Type A, and two years' successful teaching experience in Ontario in the subject or subjects covered by the Interim High School Assistant's Certificate, Type A.

The holders of Interim High School Assistants' Certificates, Type B, or permanent High School Assistants' Certificates may secure Interim High School Assistants' Certificates, Type A, under the conditions outlined in Section 18 of this calendar.

The following grades of certificates qualify the holders for teaching Vocational and Industrial Arts:

An Interim Vocational certificate, Type B,
An Interim Occupational certificate, Type B,
An Interim Vocational certificate, Type A,
An Interim Occupational certificate, Type A.
An Interim Intermediate certificate in Iudustrial Arts,
A Specialist certificate in Industrial Arts.
See Section 57 for details regarding the above certificates.

Extension of Jurisdiction of Ontario Basic Teaching Certificates—Elementary and Secondary

The holder of a Permanent Elementary-School Teacher's Certificate, Standard 4, may, *upon accepting a contract from a board* to teach in the grades of a secondary school, be granted an Interim High School Assistant's Certificate, Type B.

The holder of a Permanent High School Assistant's Certificate may, *upon accepting a contract from a board* to teach in the grades of an elementary school, be granted an Interim Elementary-School Teacher's Certificate, Standard 4.

3. LETTER OF STANDING, SECONDARY SCHOOL

A Letter of Standing will be granted by the Minister of Education to a university graduate from any part of the world who can meet the following conditions:

(*a*) that his university transcripts indicate that the holder has met the academic requirements applicable to Ontario graduates;

(*b*) that his professional training fulfils the requirements of the Ontario Department of Education;

(*c*) that a candidate from outside Canada may be required to meet the Special Committee in the Department of Education;

(*d*) that he is either a Canadian citizen or a British subject with Landed Immigrant status, or is able to produce evidence that he has filed with a Canadian Court of Citizenship a Declaration of Intention to become a Canadian citizen.

An application for a Letter of Standing must be forwarded to: The Registrar, Ontario Department of Education, 44 Eglinton Avenue West, Toronto 12.

On the statement of the Principal that the candidate has taught successfully for one year under the authority of a Letter of Standing, he may be recommended by the Inspector concerned for the Interim High School Assistant's certificate, Type B.

4. SESSION

Enrolment will take place at 9 a.m., Monday, September 19. The Autumn Term will end December 21, at 5 p.m., and the Winter Term will begin January 4 at 9 a.m. The Spring Term will begin April 3 and end May 12.

5. ATTENDANCE AND LANGUAGE REGULATIONS

Regular attendance on the part of candidates for provincial certificates is indispensable, except for such as are exempt from attendance under

the regulations of the Department of Education, and for such as are permitted by the Dean to act, after Christmas, for not more than a total of one week, as occasional teachers in the schools of Ontario.

Students who are unduly deficient in scholarship, or whose attendance or progress is unsatisfactory or who show evidence of inability to speak English fluently enough to conduct a class in an Ontario secondary school, may be refused admission or dismissed from attendance by the Council of the College at any time during the session.

On the Dean's report to the Minister of Education as to the physical unfitness of a student for training for a provincial certificate as a teacher, the Minister may require a special medical examination of such student and, as a result thereof, may direct that he be dismissed from attendance.

6. FEES

For the High School Assistants' Course, Type B, and Vocational and Industrial Arts Courses.

Academic Fee	Incidental Fees	Total Fee (if paid in one instalment)	First Term Instalment due Oct. 1	Second Term Instalment due Jan. 20
		Men		
$200	$53	$253	$153	$103
		Women		
$200	$28	$228	$128	$103

NOTES:

The Academic Fee (which includes the examination and University Library fees) and the Incidental Fees are to be paid to the UNIVERSITY OF TORONTO. After January 20, an additional deferred payment fee of $3 per month shall be imposed until the whole amount is paid.

The fee is the same for the Session after Christmas as for the regular College Session.

Incidental Fees include the following fees:

For men—Hart House; Students' Administrative Council; Athletic; Health Service; and such medical examinations as may be required for admission to the College.

For women—Students' Administrative Council; Athletic; Health Service; and such medical examinations as may be required for admission to the College.

An additional charge of $3 is made for payment of fees in two instalments.

A late registration fee of $10 will be assessed against any student who registers after the last date for normal registration in his or her faculty or school.

There is no additional fee for High School Assistants' course, Type A, or for a Supplementary course when taken concurrently with the High School Assistants' course, Type B.

For Supplemental Examinations:

Fee for examination in one subject of any course except Commercial when repeated in a subsequent Session, $10.

For Summer Courses:

Initial Eight-Week Summer Course	$155
Completing Seven-Week Summer Course	80
Summer Session for Teachers with Professional Training	155
Type A Seminars	75

Intermediate Home Economics Summer Courses:

Intermediate, Parts I, II and IV, each	50
Intermediate for graduates	75

Commercial Summer Courses:

Intermediate, Parts I and II, each	50
Specialist	50
Vocational-Commercial, each	75
Commercial examinations, per subject	5

Industrial Arts Summer Courses:

Intermediate, Part I	50
Specialist, Parts I and III, each	50

Vocational Summer Courses:

Type B for holders of H.S.A., Type B certificates	50
Type A, Parts I and II, each	50
Occupational Trades and Re-certification, each	50
Emergency for Type B, Vocational and Occupational, Parts I and II, each	120

School Librarianship Summer Course:

Intermediate, Parts I and II, each	50
Specialist	75
Theatre Arts	75
Elementary-School Completing Course	25

Physical Education Summer Courses:

Men, Intermediate Parts I and II, each	50
Men, Specialist	75
Women, Intermediate Parts I and II, each	50
Women, Specialist	80
Special Course in Teaching Physical Education for Women	50

The incidental fees required for students in the regular session shall not be required of students in these summer sessions.

7. EXAMINATIONS

No candidate will be permitted to take more than twice any final examination, or part thereof, for any certificate listed in this calendar, except by permission of the Revising Board.

APPEALS. The answer papers of the final examinations of all unsuccessful candidates for provincial certificates are re-read by the examiners, and the results of the first reading reconsidered before a decision to reject is reached. Despite this fact any unsuccessful candidate may have his case considered a third time if within two weeks after the announcement of the results he lodges with the Minister of Education his appeal, with a statement of the grounds on which it is based, and with a fee of $10 payable to the Provincial Treasurer. The fee will be refunded if the appeal is sustained.

8. SCHOLARSHIPS, PRIZES, BURSARIES, LOANS

As the value of an endowed scholarship or prize is dependent on the actual income of the fund, it is possible that the value of certain scholarships and prizes at the time of payment may be less than the amount stated in the calendar.

In those cases where the amount of the award is not payable from income earned on an endowed fund, payment will be dependent on the receipt of the amount of the annual award from the donor.

THE WILLIAM PAKENHAM FELLOWSHIP IN EDUCATION

The late William Pakenham bequeathed to the University of Toronto the residue of his estate to be used as the governing body of the University may direct in behalf of the activities of the Ontario College of Education.

Accordingly a Fellowship in Education has been established for advanced work either in the University of Toronto or in some other university approved by the Senate. The Fellowship shall be awarded at such intervals and have such value (usually $2,000) as the Senate on the recommendation of the Council of the Ontario College of Education, may from time to time determine. Applicants must be residents of Ontario, holding a Bachelor's degree and a teacher's certificate valid in a Canadian province, and must submit a record of professional experience and evidence of ability to make a contribution to education in Canada as a result of further work.

An application form may be obtained from the Registrar, Ontario College of Education.

THE HUGH W. BRYAN MEMORIAL PRIZE OF THE ONTARIO SECONDARY SCHOOL TEACHERS' FEDERATION

The Ontario Secondary School Teachers' Federation has founded an annual scholarship of the value of $100 in memory of a former President

of the Federation, Dr. Hugh W. Bryan. This prize will be awarded by the Scholarship Committee of the Federation, at the close of each session and after the receipt of a report from the Council of the Ontario College of Education, to the student in regular attendance throughout the session in the High School Assistants' Course who has shown "the most outstanding qualities of scholarship, teaching ability, and character."

THE PAKENHAM MEMORIAL PRIZE

As a memorial to Dr. William Pakenham, Dean of the Ontario College of Education from 1907 to 1934, the teachers of Ontario have founded an annual Memorial Prize of the value of the interest on $1,000. The Prize will be in the form of books stamped with the Coat of Arms of the University of Toronto, and will be awarded to the student who obtains the highest standing, as reported in the annual returns of the College, in the subjects of Part I of the High School Assistants' course, Type B, and in Practice Teaching.

THE JOHN THOMAS CRAWFORD MEMORIAL SCHOLARSHIP

Mrs. J. T. Crawford has established an annual scholarship of $150 in the University of Toronto in memory of her husband, the late Professor John Thomas Crawford.

The scholarship, known as the John Thomas Crawford Memorial Scholarship, will be awarded to the candidate in the honour course in Mathematics and Physics in the University of Toronto who stands highest in the final examinations of the fourth year among those who proceed to the Ontario College of Education, University of Toronto. The Scholarship will be paid on the successful completion of the fall term of the College of Education.

If no graduate of the Mathematics and Physics course attends the College the highest qualified candidate from the Physics and Chemistry course or from the Engineering Physics course, taken in that order, will be awarded the scholarship when other conditions are satisfied.

THE POLYMER CORPORATION SCHOLARSHIP IN SCIENCE AND/OR MATHEMATICS

The Polymer Corporation Limited of Sarnia, Ontario, has established a scholarship of $750 to increase the supply of teachers qualified to teach Science or Mathematics in secondary schools.

The applicant must be a resident of the Province of Ontario who has graduated in the past five years with a degree in Arts or Science from a Canadian university. The applicant must have Canadian citizenship or have declared intent to obtain this. Candidates must be prepared to teach Mathematics and/or Science in a secondary school in Canada upon completion of the 1966–67 regular session of the Ontario College of Education, University of Toronto. Application forms are available from the Registrar, Ontario College of Education, 371 Bloor Street West,

Toronto 5, or from the Secretary, Scholarship Committee, Polymer Corporation Limited, Sarnia, Ontario. Completed applications must be received not later than April 5, by the Secretary, Scholarship Committee, Polymer Corporation Limited.

THE CONFEDERATION LIFE ASSOCIATION SCHOLARSHIP IN MATHEMATICS OR MATHEMATICS AND PHYSICS

The Confederation Life Association has established a scholarship of $500 to attract honour graduates in Mathematics or in Mathematics and Physics into the teaching profession. The applicant must be a graduate of a Canadian university and must agree to attend the 1966–67 session of the Ontario College of Education, University of Toronto, to qualify for a Type A certificate in Mathematics or Mathematics and Physics.

Application forms are available from the Registrar, Ontario College of Education, 371 Bloor Street West, Toronto 5, or from the Head of the Department of Mathematics or Physics at the student's university.

The completed application forms must be received by the Registrar, Ontario College of Education, University of Toronto, before April 5.

THE CANADIAN MATHEMATICAL CONGRESS SCHOLARSHIPS

The Canadian Mathematical Congress, the national organization of mathematicians, awards annually scholarships of $300 to honours graduates in mathematics from Ontario universities to aid them in attending the Ontario College of Education, University of Toronto, as candidates for Type A certificates in Mathematics. Two scholarships are allotted to the University of Toronto and one each to Assumption University, Carleton University, McMaster University, Queen's University, University of Ottawa and University of Western Ontario.

The awards are made by the various universities. Application should be made to the head of the Department of Mathematics at the student's university. Awards of $150 may be made to students who wish to qualify for admission to the Type A course in Mathematics through summer courses. In such cases the award is made for the first summer only. Applications should be made to the Head of the Department of Mathematics at the candidate's university. He must submit these applications to the Canadian Mathematics Congress.

THE ONTARIO HOME AND SCHOOL BURSARY

The Ontario Federation of Home and School Associations offers a bursary of $250 to assist a deserving student to attend the Ontario College of Education, University of Toronto, during the 1966–67 regular session.

The applicant must be a graduate of a recognized university in either a four-year Honour course in Arts, or a three-year General course in Arts.

This award is made on a competitive basis, bearing in mind the financial need of the applicant. The applicant must have displayed qualities of leadership and good character.

Application forms are available from the Registrar, Ontario College of Education, University of Toronto, 371 Bloor Street West, Toronto 5. The completed applications must be received by the Registrar not later than May 15.

THE LAURA L. OCKLEY SCHOLARSHIP IN HOME ECONOMICS

Former students of Miss Laura L. Ockley, who was in charge of the training of Home Economics teachers in the University of Toronto from 1912 to 1943, have founded in her honour an annual scholarship of the value of $100. This scholarship will be awarded at the close of the session to a student in regular attendance in the High School Assistants' course, Type A, in Home Economics, or in the Intermediate Home Economics course, who has shown the most outstanding qualities of "scholarship and teaching ability in Home Economics and leadership in human relations." Awards over a period of years will be made to students of the High School Assistants' courses, Type A, in Home Economics, and of the Intermediate Home Economics course in proportion to the registration in these courses during that period.

ZONTA BURSARY—THE NELLIE LYLE PATTINSON AWARD

The Zonta Club of Toronto offers an annual bursary of $200 to a student registered in Home Economics in a teacher training institution. The award will be made not later than January 1 to an applicant who shows reasonable evidence of need, standing as a superior student and potential ability as a teacher.

ZONTA LOANS—Loans up to $250 are available to women students who show reasonable evidence of need. Application should be made to Miss Dorothy Thompson, 107 Woodlawn Ave., W., Toronto 7.

THE ANNE W. CAMERON MEMORIAL AWARD

The Home Economics Section, Ontario Educational Association, has established scholarships in memory of the late Miss Anne W. Cameron, Inspector of Home Economics, Ontario Department of Education, as follows:

An award of $200 annually to a graduate from an Honour Course in Home Economics in an Ontario university who attends the Ontario College of Education, University of Toronto, to obtain a High School Assistant's Certificate , Type A, Home Economics.

An award of $100 annually to a student enrolled at either the Ontario College of Education, University of Toronto, or the Toronto Teachers' College in a course leading to the Intermediate Certificate in Home Economics. These awards will be made on the basis of scholastic achievement prior to entrance to a teacher training institution. Applications, including a transcript of the college record, should be sent to the permanent chairman, Anne Cameron Memorial Award, Miss Marion Penhale, George Harvey Secondary School, 1700 Keele Street, Toronto.

ONTARIO COLLEGE OF EDUCATION FELLOWSHIPS

Every student who is admitted to a Type A course in a regular session at the Ontario College of Education commencing September, 1966, will be eligible for an Ontario College of Education Fellowship with the value of $500. Details will be given at registration.

CANADA STUDENT LOANS PLAN

This Plan, instituted by the Federal Government in 1964, was introduced to provide loans to supplement the resources of a student and/or the parents where, in the absence of such aid, a student would be unable to pursue a post-secondary education. A student should apply for a loan under this Plan for only the funds needed, over and above those from his own resources and/or those of his family, to enable him to continue his studies. The institution to which application is made will determine the amount of loan required in each case.

Borrowers under this Plan are required to repay principal and to pay interest, but no payments are required so long as the student is in full-time attendance at an eligible institution and for six months thereafter. Interest charges during this period are paid by the Federal Government who also guarantees the loan principal. After the interest-free period, repayment of principal and simple interest charges at 5¾% on the outstanding balance are required in regular monthly payments to the bank from the borrower. The maximum amount which may be advanced under this Plan to one student is $1,000 in one year (ending June 30). The maximum total indebtedness under this Plan is $5,000.

Application should be made in the first instance to the Registrar, Ontario College of Education. When a loan is approved, the institution will issue a Certificate of Eligibility which authorizes the student to make arrangements for the loan with any branch of any chartered bank in Canada.

10. THE UNIVERSITY HEALTH SERVICE

Facilities: Health Service (Men), 256 Huron Street, 928-2459
Health Service (Women), 256 Huron Street, 928-2456

Any student may consult a Staff Physician at the Health Service 9.00 a.m. to 5.00 p.m., Monday to Friday, and 9.00 a.m. to 12.30 p.m. (Men) and 12.00 noon (Women) Saturday, while the University is in session.

The University does not accept any responsibility for injuries sustained by students while engaged in physical education classes or in university athletic activities, but through the Health Service provides for treatment within the following limits: minor injuries are treated at its offices; treatment for more serious injuries will be provided if such treatment is given under direction and care of staff retained by the Health Service. Treatment is limited to students who suffer accidents while engaged in and which arise out of University physical education classes and athletic activities.

COURSE FOR THE HIGH SCHOOL ASSISTANT'S CERTIFICATE, TYPE B

11. CONDITIONS OF ADMISSION

Except as provided below, an applicant for admission to the course for an Interim High School Assistant's certificate, Type B, shall make application not later than August 31, to the Registrar of the Ontario College of Education on an official form to be obtained from the Registrar, and must submit with this application:

A certificate of birth. (If not born in Canada, a certificate from a competent authority that he is a Canadian citizen, or a British subject with Landed Immigrant status, or have filed a Declaration of Intention to become a Canadian citizen. An applicant must be at least 20 years of age before October 1 of the year in which he applies for admission.)

His transcript in duplicate and certificate of graduation as Bachelor or Master of Arts, Bachelor or Master of Science, Bachelor of Commerce, Bachelor of Science in Agriculture, Bachelor of Applied Science, Bachelor of Household Science, Bachelor of Music (in the Music Education Course, University of Toronto), or Bachelor of Physical and Health Education, or other acceptable degree from a university, after a regular university course, approved by the Minister of Education as to admission requirements and as to content of the undergraduate courses. The university course should include a minimum of 21 credits in at least two subjects that provide background for secondary school teaching.

Although 15 credits in the subject are required to choose one of Economics, Geology, Political Science, or Psychology and Sociology as an option, no more than 6 credits in all in such subjects will be allowed as part of the 21 credits required for admission.

Although 15 credits in the subject are required to choose the Intermediate Home Economics, no more than 6 credits will be allowed as part of the 21 credits required for admission.

A candidate whose university course includes 15 credits in Art, Music, or Physical Education will be allowed 6 credits as part of the 21 credits required for admission.

Candidates who possess the academic requirements for the Type A certificate in Geology, Geology and Geography, Political Science, Economics, Political Science and Economics, or in Psychology and Sociology will be considered to meet the requirements for admission.

A credit is defined as one lecture hour a week throughout the academic year in a regular university course beyond the Grade XIII standard. Two laboratory hours throughout the year also constitute a credit. Not more than two credits are allowed for a laboratory course.

Geography Department, Ontario College of Education.

No candidate will be admitted whose teaching certificate has been cancelled or suspended.

Should a candidate for admission give evidence of his inability to speak English fluently enough to conduct a class in an Ontario secondary school, or should he for any other reason appear to be a poor prospect for the teaching profession, he may be asked to meet an Advisory Committee appointed by the Dean. On the recommendation of this Committee the candidate may be refused final admission.

If an applicant, resident in Ontario, is rejected because of a decision of the Advisory Committee appointed by the Dean, the applicant's fee will be refunded and the actual cost of transportation from the Ontario College of Education to the applicant's home will be paid by the College.

Candidates eligible for admission to the Summer Session for Teachers with Professional Training may, if they prefer, attend a Regular Session of the College or a Regular Session from January to May, in order to secure a High School Assistant's certificate, Type B. (See Section 77).

REQUIREMENT FOR CHOICE OF ACADEMIC OPTIONS IN H.S.A. TYPE B COURSE

Commencing July 1, 1968, candidates choosing options among English, Français, History, Geography, Mathematics, Biology, Chemistry, Physics, Latin, French, will be required to submit to the Registrar, Ontario College of Education evidence of successful completion of at least two university courses equivalent to six credits as defined in the Calendar of the Ontario College of Education in each of the selected subjects.

12. FOREIGN STUDENTS

Foreign students and others *who are not candidates for a certificate of the Ontario Department of Education* must comply with such conditions of admission as the Council of the Ontario College of Education may determine.

13. PROGRAMME OF STUDIES

The course of training leading to the High School Assistant's certificate, Type B, consists of two parts as follows:

PART I: Professional courses, including History and Philosophy of Education, Educational Psychology, and Administration and Professional Practice.

Courses in the curriculum, principles and procedures of teaching *two* of the following:

(*a*) English
Français
History
Geography
Latin
Greek
French
Mathematics
Science

(*b*) The second option may be one of those already named in (*a*) above or one option selected from:

Economics
Geology
German
Italian
Russian
Spanish
Political Science
Psychology and Sociology
Art
Commercial Subjects
Elementary School
Guidance
Home Economics
Industrial Arts
Music
Physical and Health Education
School Librarianship
Theatre Arts

(*c*) Notwithstanding (*a*) and (*b*) both options may be taken in Commercial Subjects

(*d*) Part II of the Intermediate Course in Physical and Health Education or the Specialist Course in Physical and Health Education may be taken as a third option under conditions outlined in Section 22.

(*e*) With permission of the Dean or Council of the Ontario College of Education, a student may take a third option from those already named, or a graduate or undergraduate course related to one of his other two options in another division of the university provided that suitable arrangements can be made with the university department concerned.

NOTES:

A candidate permitted to take a university course must register in the appropriate Faculty or School as a Special Student and will become subject to the regulations and standards of the Faculty or School for admission to and successful completion of his course. Tuition fees of candidates permitted to take university courses as Special Students will be paid by the Ontario College of Education. The date for final registration in the Department of Extension, University of Toronto, is September 17, 1966. Applications must be filed by September 1.

Candidates for High School Assistant's certificates, Type A, in selecting their subjects from those listed above, must include the corresponding subject or subjects of the High School Assistants' Course, Type A.

Admission to the Supplementary Course leading to the Elementary certificate in Guidance will be by permission of the Professor of Guidance and will be restricted to thirty or thirty-five candidates in the 1966–67 session. For admission to this course, candidates must have a minimum of fifteen credits in Psychology, Sociology, Economics or related fields; and at least five of these credits must be in Psychology. Part or full-time experience in counselling, personnel or social work would be to the candidate's advantage.

German, Spanish, Greek, Russian and Italian may be chosen only by candidates for the High School Assistants' certificates, Type A, except by permission of the Dean.

Candidates should not choose French unless they have oral proficiency in the language, and have a thorough knowledge of phonetics, French grammar, and syntax.

Candidates should not choose Français unless it is their native language. Français is a subject in schools where French is the language of instruction.

Candidates should not choose Mathematics without having taken at least six credits in university Mathematics.

Candidates should not choose Science without having taken university courses in Science.

Candidates may not choose Political Science who have not taken 15 credits in this subject in their undergraduate programme.

Candidates may not choose Economics who have not taken 15 credits in this subject in their undergraduate programme.

Candidates may not choose Geology who have not taken 15 credits in this subject in their undergraduate programme.

Candidates may not choose Psychology and Sociology who have not taken 15 credits in Psychology and/or Sociology in their undergraduate programme.

Candidates for the High School Assistant's Certificate, Type A, in Political Science and Economics may choose both of these subjects of the High School Assistants' course, Type B, provided that they choose a third subject from the subjects listed in (*a*).

PART II: Observation and Practice Teaching.

Students will be required to attend provincial schools for Observation and Practice Teaching for nine or ten weeks during the session. Students who are absent from regular practice teaching weeks may be required to do make-up assignments later in the session.

14. EXAMINATIONS

The final standing of students in attendance will be determined by the combined results of the sessional records and the records of the final examinations in the subjects of Part I, and by the results of the records of Observation and Practice Teaching of Part II. If the candidate's examination papers show that his academic knowledge is unsatisfactory, he may be failed on this ground alone.

15. INTERIM CERTIFICATES

A student who obtains 50% of the marks in each of the required subjects of Part I and an average mark of 50% in each of the divisions of Part II may, on the recommendation of the examiners, be awarded by the Minister of Education a High School Assistant's certificate, Type B.

A student who passes in Part II and fails in not more than two of the required subjects of Part I, of which only one may be a course in the principles and procedures of teaching, will be exempted from further attendance.

All other students who have failed to obtain the necessary final standing will be required to attend another regular session, or a regular session from January to May or the two special summer courses leading to the High School Assistant's certificate, Type B.

16. SUPPLEMENTAL EXAMINATIONS

Candidates who failed at an examination under former regulations and who were exempted from subsequent attendance at the Ontario College of Education will take, not later than a date determined in each case by the Minister of Education, the final examination papers as prescribed herein, but their standing will be determined in the subjects as constituted under the regulations in force when they first wrote.

Candidates exempt from attendance may write their examinations at the Ontario College of Education, Toronto, or at one of the Provincial Teachers' Colleges outside of Toronto or, in the case of candidates who live in Provincial Districts, at approved local centres where inspectors of schools are available as presiding officers. Application for written examinations must be made by January 31. This regulation applies to both Type B and Type A candidates.

Type A candidates exempt from attendance will take their supplemental practical tests at the Ontario College of Education, Toronto, or in special cases, at local centres under the supervision of the visiting Provincial Inspector. The conditions that determine these cases may be learned from the Registrar of the Ontario College of Education on application at the beginning of the session. Since the practical tests are final examinations, the results will be released at the same time as the results of the final written examinations of the Ontario College of Education. Application for practical tests must be made by December 31. This regulation applies to both Type B and Type A candidates.

Should a student fail a second time in either or both of his supplemental examinations, he may be admitted to the Summer Course for Teachers with Professional Training in a subsequent year, choosing different options if he so wishes, or he may be asked to withdraw from teaching altogether at the direction of the Revising Board.

17. ENDORSEMENT OF THE HIGH SCHOOL ASSISTANT'S CERTIFICATE, TYPE B

A candidate who has obtained second class standing, or better, in approved university courses to a total of 15 credits in one of the secondary school academic subjects, or 12 credits in each of two related subjects, and who completes a year of successful teaching subsequent to the date of his Type B certificate in such subject(s) is eligible for endorsement of his Type B certificate. A candidate must apply to the Committee on Advanced Standing, Ontario College of Education, for approval of his credits and subsequently to the Registrar, Ontario Department of Education, for endorsement.

COURSES FOR HIGH SCHOOL ASSISTANTS' CERTIFICATES, TYPE A

18. CONDITIONS OF ADMISSION

Applicants for admission to the courses for High School Assistants' certificates, Type A, shall also be applicants for admission to the course for the High School Assistant's certificate, Type B. No candidate will be awarded a High School Assistant's certificate, Type A, *before* he has been awarded a High School Assistant's certificate, Type B.

A candidate for a High School Assistant's certificate, Type A, shall comply with the conditions for admission prescribed in Department of Education Circular 649.

ACADEMIC REQUIREMENTS FOR COURSES LEADING TO TYPE A CERTIFICATES

Commencing July 1, 1969, Type A agreements between the Department of Education and the universities will terminate. After that date, all candidates for Type A courses will be admitted on the basis of transcripts evaluated by the Committee on Advanced Standing in accordance with the provisions of Department of Education Circular 649. It should be observed that this change in procedure will not affect students who enrolled in Ontario universities in September, 1965; it will affect those enrolling in September, 1966.

19. COURSES

Courses will be offered for Interim High School Assistants' certificates, Type A, in:

Art
Biology
Chemistry
Classics
Economics
English
English and French
English and German
English and History
English and Latin
English and Russian
English and Spanish
Français
French and German

French and Italian
French and Latin
French and Russian
French and Spanish
Geography
Geography and Geology
Geology
History
Home Economics
Italian and Latin
Mathematics
Mathematics and Physics
Music
Physics
Political Science
Political Science and Economics
Physical and Health Education
Psychology
Psychology and Sociology
Science
Sociology

A course leading to a Specialist Certificate in Commercial subjects is also offered.

20. EXAMINATIONS

Subject to the condition that no student may be awarded a High School Assistant's certificate, Type A, who does not already hold or is not also awarded a High School Assistant's certificate, Type B, the final standing of students in attendance in the High School Assistants' courses, Type A, will be determined by the records of the Practice Teaching in the department or subject concerned, and by the combined results of the sessional records and the records of the final examinations in the same department or subject.

21. CERTIFICATES

On the recommendation of the examiners the Minister of Education may grant the High School Assistants' certificates, Type A, referred to in Section 19 to students in attendance who have fulfilled the conditions of the course for the High School Assistant's certificate, Type B, and in their High School Assistants' course, Type A, have obtained 66% in the final examinations (including sessional records) and 66% of the marks assigned to the Practice Teaching.

SUPPLEMENTARY COURSES

22. COURSES

Students in attendance in the High School Assistants' course, Type B, may take a course leading to one of the following supplementary certificates as part of the Type B course or in addition to the Type B course:

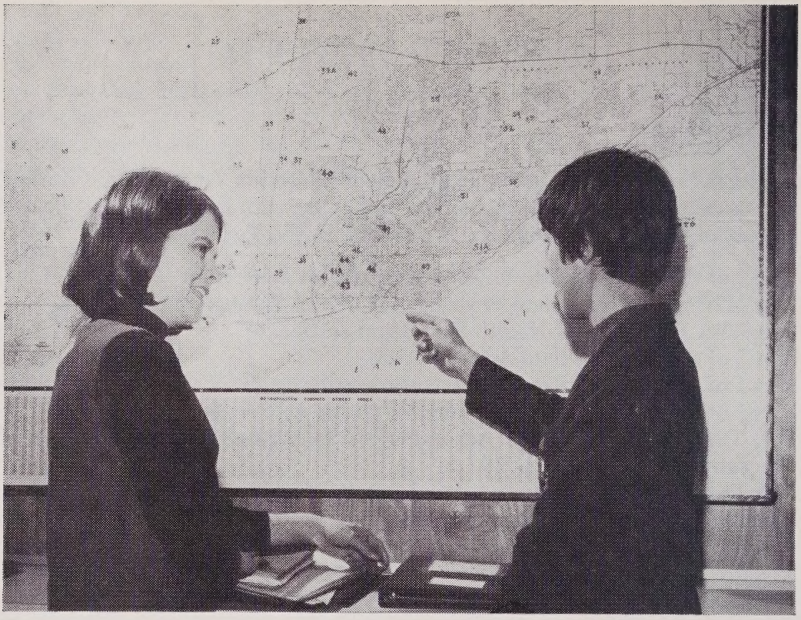
Part I of the Intermediate Physical and Health Education certificate
Part II of the Intermediate Physical and Health Education certificate
Specialist Physical and Health Education certificate
Part I of the Intermediate Art certificate
Part I of the Intermediate Vocal Music certificate
Part I of the Intermedate Instrumental Music certificate
Part I of the Intermediate Accountancy, Secretarial, Marketing or Data Processing Commercial certificate
Part I of the Intermediate Industrial Arts certificate
Intermediate Home Economics certificate
Part I of the Intermediate School Librarianship certificate
Theatre Arts certificate
Part I of the Elementary-School Teacher's certificate
Elementary certificate in Guidance

NOTES:

Students taking the High School Assistants' courses, Type A, in Physical Education, Art, Vocal Music, Instrumental Music, or Home Economics must take Part I of the Intermediate course, or in the case of Home Economics, the Intermediate course as an optional subject in the Type B course.

In Physical and Health Education, students who meet the admission requirements may become candidates for the Intermediate Part II of the certificate or for the Specialist certificate. The admission requirement for the Intermediate Part II course is a minimum of two undergraduate courses in Physical Education and related subjects.

The admission requirement for the Specialist course is a minimum of 24 undergraduate credits in Physical and Health Education and related subjects of which a minimum of six credits must be in biological sciences; a minimum of three credits must be in social sciences; and a minimum of 15 credits must be in Physical and Health Education theory and practice (exclusive of methods courses). Courses leading to Part II of the Intermediate certificate and to the Specialist certificate will be taken as a third option *in addition to* the course leading to the Interim High School Assisant's certificate, Type B. To be eligible, a student must also select the Physical and Health Education option leading to Part I of the Intermediate certificate as one of the methods options.



Student teachers finding the location of practice schools.

Following successful completion of Part II of the Intermediate certificate, a candidate may proceed to the Specialist qualification in summer sessions but not in the summer immediately following a regular winter session.

N.B. The course leading to either Part II of the Intermediate certificate or to the Specialist certificate will be offered only if a sufficient number of applications are received to warrant inclusion of these courses in the programme.

A candidate who selects Vocal Music as an optional subject of the High School Assistants' course, Type B, may, with the approval of the instructor, choose Instrumental Music as a supplementary course.

A candidate who selects Commercial as an option requires no previous training. Instruction is given to beginners in typing, bookkeeping, shorthand, marketing and data processing. The beginners' course is open to anyone not taking a Type A course.

Students must select either the work of the Intermediate Accountancy, the Intermediate Secretarial, the Intermediate Marketing or the Intermediate Data Processing course in Commercial Subjects.

A candidate who selects Part I of the Intermediate Accountancy, Secretarial, Marketing or Data Processing Commercial course may take one other option and will be required to attend one additional summer to

qualify. A candidate who selects Parts I and II will not be required to attend summer school to qualify.

Admission to the course for the Intermediate Home Economics certificate is restricted to students who submit evidence of graduation with a standing not lower than 60% in the Home Economics of the final year from a University programme with at least five courses in Home Economics.

Admission to the Intermediate Instrumental Music course will be restricted to candidates for Part I of the Intermediate Vocal Music certificate.

Course for Part I of the Intermediate School Librarianship certificate. Part II may not be taken in the Summer immediately following a Regular Winter Session.

Course for Part I of the Elementary-School Teachers' certificate. This course requires a Completing Summer Session before the candidate will be recommended for the certificate.

Courses leading to the Intermediate Part II or Part III or the Specialist certificate in a supplementary subject may be taken in summer sessions. See Section 76.

23. SUPPLEMENTARY COURSE EXAMINATIONS

PHYSICAL EDUCATION:

Practical Tests:
FOR WOMEN: Fundamental Movements, Dance, Gymnastics, Games.
FOR MEN: Gymnastics, Games, Swimming.
Written Examination:
Theory, Methods and Materials in Physical and Health Education.

ART:

Practical Tests:
Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering.
Written Examinations:
Theory and History of Art; Methods of Teaching Art.

VOCAL MUSIC:

Practical Tests:
Sight Singing and Ear Training, Voice Training and Song Material, Conducting.
Written Examinations:
Rudiments of Music and Music Appreciation; Methods.

INSTRUMENTAL MUSIC:

Practical Tests:
Sight Singing and Ear Training; Technical Training; Conducting.
Written Examination:
Methods.

COMMERCIAL SUBJECTS

INTERMEDIATE ACCOUNTANCY:

PART I:

Practical Test:
Typewriting.
Written Examinations:
Bookkeeping; Typewriting Methods; Bookkeeping Methods; Business Practice Methods.

PART II:

Practical Test:
Office Practice (if taken in place of Business Law), Business Machines.
Written Examinations:
Business Law (if taken in place of Office Practice), Business Arithmetic.

INTERMEDIATE SECRETARIAL:

PART I:

Practical Test:
Typewriting.
Written Examinations:
Shorthand Theory, Shorthand Methods; Typing Methods; Business Practice Methods.

PART II:

Practical Tests:
Shorthand Practice, Office Practice.
Written Examinations:
Business Law *or* Business Arithmetic.

INTERMEDIATE MARKETING:

PART I:

Practical Test:
Typewriting (if selected in place of Bookkeeping).
Written Examinations:
Bookkeeping (if selected in place of Typewriting), Retail Merchandising, Bookkeeping Methods or Typewriting Methods, Merchandising Methods, Business Organization and Management.

PART II:

Practical Test:
Business Machines.
Written Examinations:
Business Arithmetic; Business Law.

INTERMEDIATE DATA PROCESSING:

PART I:

Practical Test:
Principles of Punched Card Data Processing, Typewriting.
Written Examinations:
Bookkeeping, Typewriting Methods, Bookkeeping Methods, Business Practice Methods.

PART II:

Practical Test:
Principles of Electronic Data Processing, Business Machines.
Written Examination:
Data Processing Methods.

INDUSTRIAL ARTS:

Practical Tests:
Draughting; Woodworking; Sheet Metal Work; Machine Shop Practice; Electricity; Welding.
Written Examination:
Methods of instruction and class organization of the General Shop.

HOME ECONOMICS—INTERMEDIATE COURSE:

Term Work:
Applied methods and problems in Secondary School courses.
Written Examinations:
Theory and Methods, Parts I and II.

SCHOOL LIBRARIANSHIP:

Practical Tests:
Classification and Cataloguing Reference Work and Book Selection; School Library Administration.
Written Examinations:
School Librarianship (Reference Work, Book Selection, School Library Administration, School Library Programme and Methods of teaching the use of books and libraries in the secondary school); Classification and Cataloguing.

THEATRE ARTS:

Practical Tests:
Production of one-act plays and scenes from longer plays; Voice Production; Stagecraft; Group Discussion Techniques.
Written Examination:
Methods of teaching Theatre Arts in a secondary school.

GUIDANCE:

Term Work:
On course and field assignments.
Written Examinations:
Basic Principles and Current Practices in Guidance.

24. CERTIFICATES FOR SUPPLEMENTARY COURSES

On the recommendation of the examiners the Minister of Education may grant Part I of an Intermediate certificate in Art, Commercial Subjects, Physical Education, Vocal Music, Instrumental Music, School Librarianship, or Industrial Arts Part I, or an Intermediate certificate in Home Economics, or a certificate in Theatre Arts, or an Elementary Certificate in Guidance, as the case may be, to a student in the course for a High School Assistant's certificate, Type B, provided that the said student is awarded a High School Assistant's certificate, Type B, and obtains a minimum of 50% of the marks assigned to Practice Teaching and a minimum of 60% of the marks assigned to each subject of the written examinations and practical tests. A student in a supplementary course who obtains a minimum of 50% of the marks assigned to Practice Teaching and a minimum of 50% of the marks assigned to each subject of the written examinations and term work will meet the requirements of the High School Assistants' course, Type B, as far as the supplementary course as an optional subject is concerned, but will not be awarded a certificate, or standing, as the case may be, unless he obtains a minimum of 60% in each subject of the written examinations and practical tests.

On recommendation of the examiners, the Minister of Education may grant Part II of the Intermediate certificate in Physical and Health Education to a student who achieves the above stated standard for Part I of the Intermediate certificate and who obtains 60% of the marks assigned to the written examinations and practical tests of the course leading to Part II of the Intermediate certificate; and may grant the Specialist certificate to a student who achieves the above stated standard for Part I of the Intermediate certificate and who obtains 66% of the marks assigned to practice teaching in the subject and 66% of the marks assigned to written examinations and practical tests of the course leading to the Specialist certificate.

Candidates who are exempted by medical certificate from the course in swimming and candidates who have failed to obtain pass standing in the course in swimming may be awarded Part I of the Intermediate Physical Education certificate endorsed "not including swimming".

On the recommendation of the examiners, the Minister of Education may permit candidates in the supplementary courses indicated below who have been awarded High School Assistants' certificates, Type B, and have obtained 50% of the marks assigned to Practice Teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the conditions stated below.

In Physical Education or Industrial Arts or Home Economics or Guidance, candidates who fail in the written examinations, but pass in all the subjects of the practical tests may complete their standing by passing in the written examination at a subsequent examination without further attendance; candidates who pass in the written examination but fail in one or more of the subjects of the practical tests may complete

their standing by completing successfully a subsequent Summer Session under conditions to be determined by the Principal of the Summer School or by arrangement with the Ontario College of Education. All other candidates who fail shall repeat the course for standing or certificate.

In Art or Vocal Music or Instrumental Music or School Librarianship or Theatre Arts, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests such candidates must try the tests conducted at the Summer School or by arrangement with the Ontario College of Education. All other candidates who fail shall repeat the course for standing.

In the Commercial course, candidates will be allowed credit towards Parts I and II of the Intermediate certificate in the subject or subjects in which they are successful but to meet the requirements of the High School Assistants' Course, Type B, as far as methods in commercial subjects as an optional subject or subjects is concerned, they must pass on the average of the three methods subjects taken.

When the double Commercial option is chosen by a candidate for the High School Assistant's certificate, Type B, he must pass all the practical tests and written examinations and in practice teaching before he will be awarded a Type B certificate.

COURSES FOR THE HIGH SCHOOL ASSISTANTS' CERTIFICATES, TYPE A, IN PHYSICAL EDUCATION, ART, VOCAL MUSIC, INSTRUMENTAL MUSIC, AND SPECIALIST CERTIFICATES IN COMMERCIAL SUBJECTS

25. CONDITIONS OF ADMISSION

PHYSICAL EDUCATION

Admission to the High School Assistants' course, Type A, in Physical Education as well as Part I of the Intermediate course in Physical Education will be granted to students who hold the degree of Bachelor of Physical and Health Education of the University of Toronto with a final standing not lower than 60%, or who are otherwise qualified to enter the High School Assistants' course, Type B, and who hold the degree of Bachelor of Physical and Health Education of Queen's University with a final standing not lower than 60%, or who hold the degree of Bachelor of Arts of the University of Western Ontario obtained in the honour course in Physical Health and Recreation Education, with a final standing not lower than 60% or who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the degree of Bachelor of Physical Education of McMaster University with a final standing not lower than 60% or who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the degree of Bachelor of Physical Education of the University of Waterloo with a final standing not lower than 66%. Applications will be considered from candidates holding Physical Education degrees from universities other than those mentioned above.

ART

Admission to the High School Assistants' course Type A, in Art as well as Part I of the Intermediate course in Art will be granted to students who hold the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Fine Art or in Art and Archaeology with a final standing not lower than 66%.

MUSIC

Admission to the High School Assistants' course, Type A, in Vocal Music will be granted to students who hold either the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Music or the Bachelor of Music degree of the University of Toronto obtained in the course in Music Education, with a standing of at least

60%, or who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the degree of Bachelor of Music of the University of Toronto obtained in the course in General Music, or who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the teacher's or performer's diploma of the Royal Conservatory of Music of Toronto, or the Special Music certificate of Queen's University, or the Associate (teacher's) diploma of the Western Ontario Conservatory of Music, or the Diploma of Music Graduate in Pedagogy of the University of Western Ontario. Candidates who hold the University of Western Ontario Bachelor of Arts degree with honours in Music Education (with a standing of at least 60%) will be admitted to the Type A Course in Instrumental and Vocal Music.

Admission to the High School Assistants' course, Type A, in Instrumental Music will be granted to students who hold the Bachelor of Music Degree of the University of Toronto obtained in the course in School Music.

COMMERCIAL

Admission to the course leading to the Accountancy Specialist certificate in Commercial Subjects will be granted to students who hold the degree of Bachelor of Commerce from an Ontario University, or an equivalent degree from another province or country, with a standing of at least 60% and who are otherwise qualified to enter the High School Assistants' course, Type B. The student will later be required to try a supplemental in any of the required subjects in which he has obtained less than 66%. The required subjects are the university equivalents of: Bookkeeping, Accounting I, Accounting II, Business Law, European Economic History (or Business Finance or Business Organization and Management), Economic Principles (or Mathematics of Investment).

Admission to the course leading to the Secretarial Specialist certificate in Commercial Subjects will be granted to students who hold the degree of Bachelor of Arts in Secretarial Science from an Ontario university or an equivalent degree with a standing of at least 60% and who are otherwise qualified to enter the High School Assistants' course, Type B. The student will later be required to try a supplemental in any of the required subjects in which he has obtained less than 66%. The required subjects are the university equivalents of: Typewriting, Shorthand Theory, Shorthand Practice, Office Practice, and Secretarial I and II and Bookkeeping or Business Correspondence.

Admission to the course leading to the Marketing Specialist certificate in Commercial subjects will be granted to students who hold the degree of Bachelor of Business Administration from an Ontario University or an equivalent degree with a standing of at least 60% and who are otherwise qualified to enter the High School Assistant's course, Type B. The candidate will be required to try a supplemental in any of the required subjects in which he has obtained less than 66%. The required subjects

are: Bookkeeping, Retail Merchandising, Business Organization and Management, Business Finance, Economics, Marketing Principles and one additional Marketing course.

Admission to the course leading to the Data Processing Specialist certificate in Commercial subjects will be granted to students who hold a Bachelor of Arts or equivalent degree with a standing of 60% and who have taken university courses in the required subjects or who can qualify by tests on these subjects. The required subjects are: Bookkeeping, Principles of Punched Card Data Processing, Principles of Electronic Data Processing, Computer Mathematics, Business Data Processing Systems and Programming the Digital Computer.

26. CERTIFICATES

On the recommendation of the examiners, the Minister of Education may grant High School Assistants' certificates, Type A, in Physical Education, Art, Vocal Music or Instrumental Music to those admitted under Section *25* who fulfil the conditions stated in Sections *20* and *21*.

SUPPLEMENTARY COURSE FOR THE ELEMENTARY-SCHOOL TEACHER'S CERTIFICATE

27. BASIC INFORMATION

The course is conducted in accordance with the conditions prescribed in the Regulations, and Courses of Study of the Ontario Teachers' Colleges. It may not be completed in the regular College session but requires a subsequent Summer Session before the candidates will be recommended for the certificate.

28. CONDITIONS OF ADMISSION

Applicants for admission to the course for the Interim Elementary-School Teacher's certificate or to supplemental examinations for said certificate shall comply with the conditions of admission and attendance prescribed for candidates for the Interim High School Assistant's certificate, Type B. No candidate will be awarded an Interim Elementary-School Teacher's certificate before he has been awarded an Interim High School Assistant's certificate, Type B.

29. PROGRAMME OF STUDIES

The course of training, which is supplementary to the course of training for the High School Assistant's certificate, Type B, includes the following subjects some of which will be offered in the regular College session, the remainder in a Completing Summer Course:

Part I: Educational Psychology; School Management; English; Mathematics; Social Studies; Science; Art; Music; Physical Education; Health.

Part II: Observation and Practice-Teaching—at least ten full days—to be conducted under conditions defined in Ontario Teachers' College courses for the Elementary-School Teachers' certificate.

Students enrolled in the French option and the Elementary-School Course may take a series of lectures concerned with the teaching of French in elementary schools.

30. EXAMINATIONS

Subject to the condition that no student may be awarded an Elementary-School Teacher's certificate who is not also awarded a High School Assistant's certificate, Type B, the final standing of the students in attendance in the course for an Elementary-School Teacher's certificate will be determined by the records of the Observation and Practice Teaching and by the combined results of the sessional records and the records of the final examinations in such course.

Elementary School Department, Ontario College of Education.

The examinations in the subjects of the course for an Elementary-School Teacher's certificate will be conducted in the terms and under the conditions set out in the Teachers' College Courses for the Elementary-School Teacher's certificate.

31. CERTIFICATES

Subject to the conditions of section 24 and 30 a candidate who obtains 60% of the marks in each subject of the winter and summer courses and an average mark of 50% in Practice Teaching may, on the recommendation of the examiners, be awarded by the Minister of Education an Elementary-School Teacher's certificate.

Subject to the same conditions, a candidate who passes in Observation and Practice Teaching and fails in not more than two subjects will be exempted from further attendance and may complete his course for an Elementary-School Teacher's certificate by rewriting at one annual examination the examinations in the subject or subjects in which he failed.

All candidates other than those referred to above who have failed to obtain the necessary final standing will be required to attend such other sessions as the Minister may prescribe.

The Regulations of the Department of Education respecting Permanent Elementary-School Teachers' certificates are contained in the Department's Circular 614(*a*).

DETAILS OF SUBJECTS FOR COURSES LEADING TO HIGH SCHOOL ASSISTANTS' CERTIFICATES AND SUPPLEMENTARY CERTIFICATES

32. ART

PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

Creative pictorial expression, drawing and sketching from objects, plastic design, model-making, design and lettering, theory and history of Art, methods of teaching Art.

SEMINAR IN ART

For Type A candidates in Art.

The seminar in Art will discuss classroom methods and problems relating to the advanced grades. Special emphasis will be given to the securing, organizing and use of illustrative source material such as slides, prints and exhibitions which can be used to interpret and intensify the study of art history and art criticism; a more advanced study of the theory, history and practice of Art.

33. ADMINISTRATION AND PROFESSIONAL PRACTICE

The teacher's role as a professional person; his responsibilities to his students, to the school, and to society; professional relationships and attitudes.

The teacher's role in the administrative framework of the school; the organization of educational systems, both provincial and local; powers and duties of the various educational authorities; the education acts and regulations of the Province of Ontario.

Special reference to professional organizations, teacher certification, curriculum, types of schools, finance.

34. COMMERCIAL

COURSE FOR THE INTERMEDIATE CERTIFICATE

(1) *Accounting Specialist Programme*

INTERMEDIATE PART I

Typewriting A
Typewriting B
Bookkeeping A
Bookkeeping B
Bookkeeping Methods
Typewriting Methods
Business Practice Methods

INTERMEDIATE PART II

Any three of the following:

Business Law
Business Machines
Business Arithmetic
Office Practice
Business Organization and Management
Shorthand A and B (Theory)
Principles of Punched Card Data Processing (c)
Data Processing Methods (c)

(2) *Secretarial Specialist Programme*

INTERMEDIATE PART I

Typewriting A
Typewriting B
Shorthand A
Shorthand B (Theory)
Shorthand Methods
Typewriting Methods
Business Practice Methods

INTERMEDIATE PART II

Any three of the following:
Business Law
Business Arithmetic
Office Practice
Shorthand Practice (b)
Bookkeeping A and B

(3) *Marketing and Merchandising Programme*

INTERMEDIATE PART I

Typewriting A and B and Typewriting Methods
OR
Bookkeeping A and B and Bookkeeping Methods
Business Practice Methods
Retail Merchandising
Merchandising Methods
Business Organization and Management

INTERMEDIATE PART II

The three following:
Business Arithmetic
Business Machines
Business Law

(4) *Data Processing Programme*

INTERMEDIATE PART I

Typewriting A
Typewriting B
Bookkeeping A
Bookkeeping B
Typewriting Methods
Bookkeeping Methods
Principles of Punched Card Data Processing (e)

INTERMEDIATE PART II

The three following:
Business Machines
Data Processing Methods
Principles of Electronic Data Processing

COMMERCIAL COURSES FOR SPECIALIST CERTIFICATE

(1) *Accountancy*

SPECIALIST

Accounting Methods
Organization and Supervision of a Commercial Department

(2) *Secretarial*

SPECIALIST

Business Machines
Secretarial Methods
Organization and Supervision of a Commercial Department

(3) *Marketing*

SPECIALIST

Marketing Methods
Organization and Supervision of a Commercial Department

(4) *Data Processing*

SPECIALIST

Electronic Data Processing Methods
Organization and Supervision of a Commercial Department

Note: For details of courses write to Professor A. P. Seggie, Ontario College of Education, 371 Bloor Street, W., Toronto 5.

35. ECONOMICS

The purpose of teaching Economics and its position in secondary school programmes; the organization of courses; teaching methods and special devices; examinations and testing.

SEMINAR IN ECONOMICS

For Type A candidates in Economics.
The place of Economics in the high school curriculum; the value of the subject; goals of the teacher; various suitable teaching methods; the use of graphs, charts, and individual reports; analysis and planning of the Grade XII course; resource materials in books, newspapers, business and government reports, etc.; audio-visual aids; the history of Economics; schools of economic thinking; examinations.

36. EDUCATIONAL PSYCHOLOGY

The psychology of adolescence.—The place of the adolescent in our culture; his physical, social, emotional, and intellectual growth; formal and informal means of assessing individual development in these areas; adapting schooling to individual differences.

The psychology of learning.—Introduction to the learning process; motivation; various patterns of teacher-leadership; classroom discipline; the learning of concepts and principles; identification and the acquisition of attitudes; practice and the learning of skills; transfer of training; evaluation of educational achievement.

The psychology of adjustment.—The mental health of teacher and pupils.

37. ENGLISH

Literature: The values inherent in the study of good literature; basic approaches; various methods of presenting such literary forms as the

poem, the drama, the essay, the short story, and the novel; the choosing of suitable text-books for pupils of different abilities and grades; planning the courses of study for Grades IX to XII; the setting and marking of examination papers; oral and supplementary reading; problems related to the teaching of English literature.

Composition: The basic aim in teaching composition; the place and treatment of grammar, rhetoric, logic, and word study in the teaching of composition; principles to be followed in arranging the courses for Grades IX–XII; studying models; assigning, planning, valuing, and correcting compositions; improving the pupils' oral English; conducting class discussions; problems related to the teaching of English composition.

SEMINAR IN ENGLISH

For Type A candidates in English and, in part, English and French, English and Latin, English and German, English and Spanish, English and History, and English and Russian.

Teaching and discussion of selected topics; the English specialist; the Head of the Department; new methods; sequential programming; thematic study; comparative techniques; enrichment; acceleration; the slow learner; educational television; the new grammar; works in translation; remedial and developmental reading; advanced and general courses; professional development; the ungraded school; the future of English studies.

38. FRANÇAIS

Teaching of the language:

General aims and objectives; spoken language and written language; merits of various disciplines (Phonetics, Elocution, Grammar, Composition, Writing, Versification; "Explication de Textes"). Programme of studies throughout the grades; organization of teaching; correlation between disciplines; integration of lessons; formal and incidental teaching; preventive and remedial teaching. Methods; techniques and procedures (questioning, treatment of answers, teaching aids, text-books, reference materials); types of lessons; preparation and presentation of lessons; rôle of pupil participation; correction of exercises; pupils' notebooks; teaching of composition and writing; arrangement of units in a series of lessons; selection of topics; choice of models; value of imitative writing as a procedure; commercial style; planning, evaluation, correction and improvement of composition. Tests and examinations.

Teaching of "Explication de Textes":

Aims and value; selection of appropriate texts, plays, novels. Types of lessons: preparation and presentation at various levels (specific aims, elements, development, order and description of steps involved). Topics relating to the teaching of "explication de textes": teacher's inspirational rôle; pupils' participation; examinations; recording notes in notebooks; teaching of versification and of the "analyse littéraire"; memorization;

supplementary reading; use of the school library; rôle of the history of French Literature; school dramatics.

SEMINAR IN FRANÇAIS

For Type A candidates in Français.

The course is aimed at preparing candidates to become specialists in the teaching of French to French-speaking pupils: discussion of methods and techniques of presenting the work prescribed for study in Grades XI, XII and XIII of the current year; principles underlying the use of these methods; rôle of the specialist; organization and supervision of teaching in the various disciplines throughout the grades; teaching and discussion of illustrative topics.

39. GEOGRAPHY

The meaning of Geography; the value and objective of Geography in the secondary school curriculum; the courses of study in the Intermediate and Senior Divisions in Ontario; demonstration and discussion of teaching procedures; the use and value of books, audio-visual aids, and other equipment; planning courses of study; standards and examinations.

SEMINAR IN GEOGRAPHY

A seminar course for Type A candidates in Geography. These candidates are advised to select History as an option in the High School Assistant's Course, Type B.

The seminars will develop more fully the teaching techniques and methods for the Geography curriculum in Ontario secondary schools. By original research and subsequent reports, the candidate shall present an analysis of a selected topic within the Senior Division; develop experimental techniques for the treatment of appropriate earth science topics; develop a field exercise; evaluate the use of journals, references, texts, maps, equipment and teaching aids; investigate the operation of a minor department in a secondary school; study educational measurement and evaluation in Geography; discuss the organization and timing of a Geography curriculum and course of study.

40. GEOLOGY

The value and objectives of a Geology course in the Ontario Secondary School Curriculum: Four-Year Programme; investigation and study of appropriate teaching methods; procedures and curriculum organization; use and value of maps, equipment, teaching aids, books and field exercises for secondary school Geology.

SEMINAR IN GEOLOGY

For Type A candidates in Geology. These candidates are advised to select Geography and Science as options in the High School Assistants' Course, Type B.

Teaching and discussion of the Geology curriculum. Development and analysis of some of the difficult topics by means of original research and subsequent reports; experimental treatment of the work; field exercises; use of texts, manuals, maps and teaching aids; measurement and evaluation; organization and timing of a course of study in Geology and Mineralogy; discussion of appropriate teaching methods and procedures.

SEMINAR IN GEOGRAPHY AND GEOLOGY

For Type A candidates in Geography and Geology. The content and methology of the prescribed courses in Grades XI, XII and XIII. Details of the seminar are included in the prescriptions for GEOGRAPHY and GEOLOGY above.

41. GUIDANCE

A course equivalent to the Department of Education summer course leading to the Elementary Certificate in Guidance; purposes of and current practices in the Guidance programme; principles of mental health; educational, economic and occupational trends; theories of career development; duties of a junior participant in the school Guidance programme; field trips.

42. HISTORY

The status of History as a high school subject; its value and the aims of the teacher; the selection and organization of content for teaching; various methods of teaching and classroom techniques; the teaching of government; selections of academic work from Grades IX–XI for planning and illustrative lessons; adjustment of method for the Four-Year course and for terminal students; enrichment; standards and examinations; books and equipment.

SEMINAR IN HISTORY

For Type A candidates in History.
The philosophy of History and approaches to History teaching; interpretations of History; History as a social science and as a humanistic study; its relationship to Geography, Economics, etc.; the planning and teaching of Grades XII–XIII History and of Grade XII Economics; selections of academic work from these courses for illustrative use; planning History courses for non-academic students; drafting and setting examinations; bias, and other problems of the History classroom; the rôle of the History specialist and of the department head; the improvement of scholarship.

43. HISTORY AND PHILOSOPHY OF EDUCATION

The nature, foundations and status of Educational Theory: historical review and consideration of purposes and aims of education.

The significance for modern educational thought and practice of broadly distinctive schools of philosophy; survey of the values and practices emphasized by outstanding educationists, particularly, but not exclusively, of the last two centuries.

Current educational thought: contemporary aims, problems and practices in education, with particular reference to secondary education.

School and society: relationship of school to other educational agencies in the community and to the home.

44. HOME ECONOMICS

Course for the Intermediate Certificate

The Home Economics curriculum: materials, procedures, content.

Fundamental principles, practices, and standards in home and family living.

Problems of organization; methods of teaching; aids to learning; home and classroom equipment; Departmental regulations; guidance in classroom teaching.

SEMINAR IN HOME ECONOMICS

For Type A candidates in Home Economics.

The development of Home Economics in Ontario schools. Present trends, values and aims.

Responsibilities of the Home Economics teacher for curricular and extracurricular programmes.

Curricula: materials, procedures, content.

Teaching methods and techniques currently applied in this field.

Evaluation: objectives and materials.

The Home Economics classroom; selection, placement and care of furnishings and equipment.

Records, budgets, regulations.

45. INDUSTRIAL ARTS, PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

This is a preparatory course leading to an Intermediate certificate in Industrial Arts. The Intermediate course may be completed in subsequent summer sessions. (See Section 84.)

Part I includes Theory and Practice in: Draughting; Woodworking, Sheet Metal Work; Machine Shop Practice; Electricity; Welding; and Methods of instruction and class organization of the General Shop.

46. LATIN AND GREEK

An examination of methods in various aspects of the teaching of Latin and Greek, including: oral reading of prose (Caesar, Livy, Nepos) and poetry (Virgil, Ovid); morphology; grammar and syntax; derivation; audio-visual aids and interest devices; historical background of prescribed authors.

SEMINARS IN CLASSICS

For Type A candidates in Classics, Latin and Greek, and, in part, Latin and French, English and Latin, and Latin and Italian.

An examination of methods applicable to the prescribed courses in Grade XIII Latin and Greek authors for the current year, involving a study of adequate translation and of literary appreciation of the prescribed passages; the philosophy of Horace; the Hexameter, Elegaic, Sapphic and Alcaic metres; Latin continuous prose composition.

47. MATHEMATICS

A consideration of the place of Mathematics in secondary education: curriculum planning in secondary Mathematics; modern trends in Mathematics and implications for the elementary and secondary schools; methods of presenting topics of the school programme, Grade VII through Grade XII; the history and development of Mathematics; the foundations of Algebra and Geometry; Mathematics classroom procedures, testing and evaluation; the Mathematics programmes of the non-academic classes; special methods in teaching terminal classes and classes of gifted pupils.

SEMINAR IN MATHEMATICS

For Type A candidates in Mathematics and, in part, Mathematics and Physics.

In general, a retracing of elementary and secondary Mathematics from an advanced point of view.

In particular, a consideration of: methods of presenting topics of the secondary school Mathematics programme at the Grade XIII level; developments in Mathematics and the implications for senior secondary school Mathematics programmes; the major experimental and trial programmes in secondary school Mathematics and their implications for future Mathematics curriculums; organization and administration of the secondary school Mathematics department.

48. MODERN LANGUAGES—FRENCH, GERMAN, SPANISH, ITALIAN, RUSSIAN

Introductory lessons; conversational work; pattern drills; comprehension techniques; the sound system; phonetic symbols; intonation exercises; audio aids; singing.

Recognition reading; graphemes; visual aids; reading as a vehicle for the extension of linguistic structures, for conversational practice, for enrichment of vocabulary; development of comprehension skills in the higher grades; intensive and extensive reading of prose and poetry; sight passages; questioning.

Writing in simple, conversational style; dictation; grammar; free composition; translation into the foreign language; detection and correction of error.

Illustration of methods; the initial presentation; the series of lessons; the review lesson.

Tests and examinations, both oral and written; validity; administration; marking.

The course stresses oral work and *requires proof of adequate fluency in the language concerned.*

SEMINAR IN MODERN LANGUAGES

For Type A Candidates in Français, French and German, French and Spanish, French and Italian, French and Russian; and in part, Latin and French, Latin and Italian, English and French, English and German, English and Spanish, English and Russian.

Stress will be laid upon methods of presenting the work to be studied in Grade XIII during the current year. Topics treated will include: teaching of advanced grammar; correction of written work; conducting of reading lessons; sight reading; supplementary reading; free composition; conversation; tests and examinations, both oral and written; dictionaries and books of reference; the rôle of the head of department.

49. MUSIC, INSTRUMENTAL

PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

Sight Singing and Ear Training:
As in Section 50.
Technical Training:
Fundamentals of tone production and basic fingering in all families of instruments; playing scales diatonic and chromatic; simple melodies; reading orchestral scores of elementary range; construction and care of all types of instruments.
Conducting:
The conducting patterns of common metres; special problems of conducting in instrumental groups.
Methods:
General principles of organization and instruction of instrumental classes; special methods of class teaching for strings, band classes, or combined groups.

NOTE: This is a practical course, with the emphasis laid on two essential points: individual mastery of instruments and methods of class teaching.

SEMINAR IN INSTRUMENTAL MUSIC

For Type A candidates in Music.
Sight Singing and Ear Training:
As in Section 50.
The Orchestra and Band:
Orchestral playing, organization and conducting; selection of music for

Grades IX to XIII class study, for orchestra and bands of Secondary School calibre, and for public performance and festivals.

Conducting:

Practice in conducting school choirs, assemblies and operettas; advanced problems.

Arranging:

Transcription and arranging of selection from piano score for full orchestra or band; transposition for all instruments.

Methods:

Advanced study of topics listed in the Intermediate, Part I course.

Class instruction of instrumental classes, beginners and advanced classes, with all types of instruments.

50. MUSIC, VOCAL

PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

Sight Singing and Ear Training:

The tonic solfa system; sight reading of songs based on the theory for Grades IX and X; singing of major and minor scales (all forms); writing of simple exercises from dictation; detection of errors in the performance of unison songs.

Vocal Training and Song Material:

The adolescent voice; choral singing; practice in tone production, intonation, diction, and breath control; blending of voices in part singing; interpretation; analysis of song material for Grades IX and X.

Conducting:

The conducting patterns of common metres; special problems; attack and release, incomplete bars, expression, use of the left hand.

Rudiments of Music:

Notation (notes, rests, clefs); intervals and their inversion; metre and rhythm; scales (diatonic and chromatic); transposition; musical terms, abbreviations and ornaments; triads and their inversions; dominant seventh chords and inversions; cadences; principles of simple four-part vocal writing.

Music Appreciation:

Teaching of the topics prescribed for Grades IX and X in the Department of Education Course of Study.

Methods:

General principles of music education; analysis of the course for Grades IX and X; voice testing; teaching of rote songs, reading songs, part songs and theory; use of the piano; integration of music with other subjects; the relation of the school orchestra to the vocal programme; elementary scoring and transposition for instruments.

SEMINAR IN VOCAL MUSIC

For Type A candidates in Music.

Sight Singing and Ear Training:

Sight reading of songs based on the theory prescribed for Grade XIII;

extraneous modulation; singing of major scales from any note in the scale to its octave; singing of intervals contained in the major and minor scales (all forms); writing of exercises in two parts from dictation; recognition of diatonic and simple altered triads and seventh chords; detection of errors in the performance of more advanced part songs.

Voice Training and Song Material:

Advanced study of topics listed in Part I of the Intermediate Course through choral works; unaccompanied singing; modern theories of voice training; the teaching of special classes in voice training; selection of song, choral and operatic material for Grade XIII classes; public performances and festivals.

Conducting:

Practice in conducting school choirs, assemblies and operettas; advanced problems; changes of time signature, contrapuntal works, special effects, etc.

Music Appreciation:

Teaching of the topics prescribed for Grade XIII; the analysis of selected compositions with special attention to the prescribed works for Grade XIII; use of miniature scores; supplemental reading; evaluation of recordings for school use; use of radio in music appreciation.

Methods:

Modern theories of music education with application to all the topics listed in the prescribed course for Grade XIII.

51. PHYSICAL AND HEALTH EDUCATION

Part I of the Course for the Intermediate Certificate.

An introductory course in principles and practices of Physical and Health Education. Emphasis is placed on methods of teaching the physical activities and health materials outlined in the Courses of Study, Grades VII to X, of the Ontario Department of Education.

Part II of the Course for the Intermediate Certificate

An introduction to the scientific bases of Physical and Health Education. The course includes methods and materials, scientific foundations, historical development in Ontario, introduction to statistical methods, and programme planning.

Course for the Specialist Certificate

Emphasis is placed on advanced methodology, philosophical principles, and organization and administration of all aspects of Physical and Health Education in the school situation.

SEMINAR IN PHYSICAL EDUCATION

For Type A candidates in Physical Education.

Material:

Survey of Material for Grades VII to XIII.

Women—Fundamental movements, gymnastics, dance, games, swimming.

Men—Gymnastics, games, swimming, fitness activities.

Theory:

Philosophy, principles; teaching methods; lesson planning; programme planning; evaluation and grading; administration of the Physical Education department.

Health Education

Material:

Survey of material for Grades VII to XII.

Health practice; modern health problems; body mechanics, first aid, safety; healthful living, child study (women).

Methods:

Philosophy and principles: teaching methods; lesson planning; programme planning; evaluation.

52. POLITICAL SCIENCE

Aims and values of Political Science in secondary school; the prescribed course; teaching organization and methology; individual assignments; relationship to History and to current events; books, periodicals and other resource materials; examinations and evaluation.

SEMINAR IN POLITICAL SCIENCE

For Type A candidates in Political Science.

Aims of teaching Political Science at the high school level; the scope of the subject methods of teaching comparative government and politics; the choice of materials, their organization and lesson planning for the Grade XII course in World Politics; the Grade X course in Canadian government; content and method for four-year programmes; enrichment techniques for gifted students; source materials in books, paperbacks, periodicals, pamphlets, etc.; techniques of discussion and the conduct of meetings; relationship of Political Science to History and other high school subjects; testing and examinations; the qualities of a specialist, the history of Political Science as a study.

53. PSYCHOLOGY AND SOCIOLOGY

The value and objectives of the secondary school course "Man in Society"; planning; methods of presenting various areas of the course; demonstrations and discussion of specific techniques; relationship of "Man in Society" to other secondary school subjects and to Guidance.

SEMINAR IN PSYCHOLOGY AND SOCIOLOGY

For Type A candidates in Psychology and Sociology.

The seminar concerns itself with objectives, content, and teaching methods for certain areas of the course "Man in Society"; the rôle of the specialist in the secondary school.

54. SCHOOL LIBRARIANSHIP, PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

This course will offer basic training for those who may wish to serve as secondary school librarians. It is a preparatory course leading to the Intermediate Certificate in School Librarianship. This course may not be completed in the regular College session but requires a subsequent summer session for the Intermediate Certificate (Section 80).

This course will offer instruction in Classification and Cataloguing as related to the school library needs with laboratory periods for practice; The School Library Collection with particular attention to biography and basic reference books; School Library Administration including the school library programme and methods of teaching the use of books and libraries.

55. SCIENCE

An interpretation of the prescribed courses of study, Grades IX through Grade XII; the general aims and objectives of Science in the secondary school curriculum; an examination of methods applicable to the teaching of selected topics in these four grades; the preparation and presentation of varying types of lessons with emphasis on conducting laboratory classes; demonstration experiments; pupil participation; classroom discussion in relation to experiments; science notebooks; the purchase, storage, maintenance and use of equipment; the use of models, charts, slides, microscopes, and projectors; living and preserved materials in Biology.

SEMINARS IN SCIENCE

For Type A candidates in Science *or* Chemistry and Biology *or* Chemistry and Physics *or* Physics and Biology *or* Biology *or* Chemistry *or* Physics and, in part, Mathematics and Physics.

The content and methodology of the Senior Division with emphasis on selected Grade XIII topics in Biology, Chemistry, and Physics; modern trends in Science and their implications; the values and objectives of Science in the secondary school curriculum; the organization of the Science programme; the role of the specialist teacher. The seminars in each of Biology, Chemistry, and Physics are conducted separately.

56. THEATRE ARTS

This course for the Theatre Arts certificate will offer instruction in play selection, production and stagecraft, and history of the theatre.

It will also provide work-shop sessions in voice production, pantomime, rôle-playing and stagecraft, group discussion techniques.

COURSES FOR CERTIFICATES IN VOCATIONAL EDUCATION AND INDUSTRIAL ARTS

57. COURSES

The Department of Vocational and Industrial Arts Teacher Education offers courses leading to the following certificates:

An Interim Vocational certificate, Type B, which qualifies the holder to teach a technical shop work subject for five years in a vocational or composite school.

An Interim Occupational certificate, Type B (Practical Subjects) which qualified the holder to teach all grades and areas in which the Occupational programme is taught for five years.

An Interim Vocational certificate, Type A, valid for five years.

An Interim Intermediate certificate in Industrial Arts which qualifies the holder to teach shop work for five years in a public, separate, continuation or high school, to the end of Grade X.

A Specialist certificate in Industrial Arts, required in Grades XI and XII of academic secondary schools.

58. GENERAL CONDITIONS OF ADMISSION

An applicant for admission to the courses referred to above shall make application, not later than August 31, to the Director of Vocational and Industrial Arts Teacher Education, 371 Bloor Street West, Toronto 5, on a form to be obtained from him, and shall submit with this application, on forms also to be supplied by the Director:

A certificate of birth. If not born in Canada, a certificate from a competent authority that he is a Canadian citizen or a British subject with landed immigrant status or has filed a Declaration of Intention to become a Canadian citizen.

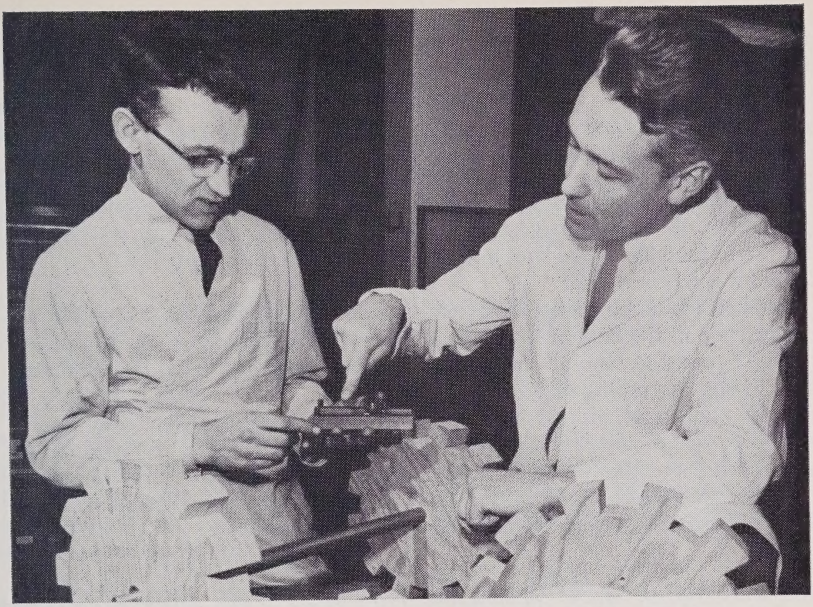
Age limits: For the Interim Vocational course, male applicants shall be at least 23 years of age; female applicants shall be at least 21 years of age. This is in accordance with a Departmental requirement. See the Department of Education Act, 1954, Section 11(i)(c).

For the Intermediate Industrial Arts course, applicants shall be at least 20 years of age, and not more than 35.

For the Specialist Industrial Arts course, applicants shall be at least 23 years of age.

59. REQUIREMENTS FOR ADMISSION TO THE COURSE FOR THE INTERIM VOCATIONAL CERTIFICATE, TYPE B

To this course may be admitted Applied Science graduates (engineers) and skilled tradesmen.



Vocational and Industrial Arts Department, Ontario College of Education.

Engineers. A candidate shall be the holder of a degree from the faculty of Applied Science of a recognized university, and shall submit statements to prove not less than two years' subsequent experience in the field of his major subject.

Skilled Tradesmen, who are not engineering graduates.

Education:

Applicants are required to give evidence of secondary school graduation or equivalent.

Trade Training and Experience:

The training or apprenticeship required shall be that usually demanded for journeyman's qualifications in the trade concerned. Special training obtained in an approved day vocational school will be taken into account in considering the period of training. Applicants should submit statements from the persons or firms under whom they were trained, showing the length of the training period and the nature of the work.

The experience required shall be several years of wage-earning journeyman trade experience with approved high-grade firms, and shall be such as to show that the applicant is a skilled craftsman, competent in the main branches of the trade, and familiar with its recent developments. The length of the journeyman experience depends upon the nature of the trade. Documentary evidence of experience in the trade in approved shops shall be furnished by the applicant.

Candidates for the Interim Occupational certificate, Type B, shall furnish proof of wage-earning experience over a number of years and involving several trade courses.

60. REQUIREMENTS FOR ADMISSION TO THE COURSE FOR THE INTERIM VOCATIONAL CERTIFICATE, TYPE A

This course is offered to Applied Science graduates (engineers) or graduates of a School of Architecture who have been graded 66% or higher in their final year and one other year at the university.

Each candidate shall

submit evidence of not less than two years of approved wage-earning experience in the field of his major subject,

be required to take all the subjects of the course for Type B certificate, and to obtain grading of 66% or more in them,

take additional courses in the organization, administration, and supervision of vocational schools, with special reference to the duties and responsibilities of the technical directors, assistant principals and principals.

If his grading in the Type B course is not a failure but is less than 66%, he will be recommended for a Type B certificate only.

61. COURSE FOR THE INTERIM VOCATIONAL CERTIFICATE, TYPE B

PROGRAMME OF STUDIES

The course leading to the Interim Vocational certificate, Type B, consists of two parts:

PART I: Educational Psychology, Administration and Professional Practice, English, History of Vocational Education, Principles of Teaching and Classroom Management. Technical Subjects: trade analysis, shop plan, equipment list, yearly budget, course of study, practical shopwork.

PART II: Observation and Practice-Teaching.

62. ORGANIZATION OF COURSE

Every applicant shall be required to pass an examination designed to test his attainments as a skilled worker in the trade concerned. The examination shall be on the fundamental principles, operations, processes and skills of the trade, and shall be in two parts: written and practical. In the practical examination he shall be required to show his skill in a performance test.

In general, the course is built upon the experience of the student-teachers in the practice schools. Observation is emphasized during the early part of the session. Individual and group instruction will be increased until, in the final two weeks, the student-teacher will take charge of the class with no assistance from the teacher.

During alternate weeks in the College, in addition to the programme of studies, the student-teacher is given an assignment to cover his duties in the practice school for the following week. A corresponding bulletin is mailed to the teacher, who reports on the progress of the student at the completion of each week of Practice Teaching.

Where possible, student-teachers are sent at first to technical departments in the smaller composite schools and later to technical schools in the larger centres. The Director and his staff visit the practice schools from time to time to assist in evaluating the students' work.

DETAILS OF SUBJECTS IN THE COURSE FOR THE INTERIM VOCATIONAL CERTIFICATE, TYPE B

63. PSYCHOLOGY

An introduction to principles of educational psychology as they apply to the teacher and his pupils. Among topics discussed will be: motivation, development and adjustment, school discipline, intelligence and its measurement, the learning process, mental hygiene, basic principles and current practices in guidance.

64. ADMINISTRATION AND PROFESSIONAL PRACTICE

The teacher's role as a professional person; his responsibilities to his students, to the school, and to society; professional relationships and attitudes.

The teacher's rôle in the administrative framework of the school; the organization of educational systems, both provincial and local; powers and duties of the various educational authorities; the education acts and regulations of the Province of Ontario.

Special reference to professional organizations, teacher certification, curriculum, types of schools, finance.

65. ENGLISH

English—both oral and written—a brief review of the main essentials of grammar and composition to enable the shop teacher to avoid the more common errors in the use of words; report writing; public speaking.

66. HISTORY OF VOCATIONAL EDUCATION

Brief historical sketch to show vocational aspects of educational developments; contributions of the educational reformers, Comenius, Rousseau, Pestalozzi, Fellenberg, Froebel, Spencer; relation of industrial developments to the need for industrial education; development of secondary education, of vocational education; the manual training movement, the mechanics' institute, the farm and trade school, industrial and

technical schools, trade schools; part-time, co-operative and apprenticeship classes; the Ontario educational system.

67. PRINCIPLES OF TEACHING AND CLASSROOM MANAGEMENT

Learning process as applied to practical subjects; formal lesson types; individual differences; individual and group instruction; lesson planning; instruction aid material—sheets, pictures, charts, films, models; organization of instruction material; tests and examinations; records; special shop problems.

68. TECHNICAL SUBJECTS

Trade Analysis and Course Study:
Study of the work of the skilled craftsman to determine the teachable content of each trade or calling. Analysis of the trade to determine the skill, and the trade, technical and concomitant knowledges of the skilled worker; selection of instructional materials and arrangement into groups according to learning difficulties; selection of projects to be used to fit the order of the course of study; determination of related mathematics, science, drawing and auxiliary information needed in each project, preparation of course of study; unit courses.
Shop Plan, Equipment List, and Annual Budget:

Study of desirable features of shops and classrooms, size, shape, lighting, lay-out; preparation of minimum, and desirable lists of equipment for the type of shop in which the teacher-in-training will work; design of benches, tables, furniture, selection of tools and machines; approximate prices; preparation of annual budget.

Practical Shopwork, but not in the candidate's trade subject.

COURSES FOR INDUSTRIAL ARTS CERTIFICATE

69. COURSE FOR THE INTERIM INTERMEDIATE CERTIFICATE

This is a two-year course to provide training for those who contemplate the teaching of Industrial Arts in elementary and high schools. Applicants admitted under the first condition below shall be exempted from attendance during one year of the course.

ADDITIONAL CONDITIONS OF ADMISSION

An applicant shall submit:
an Ontario Teaching Certificate;
a statement indicating successful completion of Part I of the Elementary course in Industrial Arts, with a standing of at least 66%.
Note: Every teacher of Industrial Arts in an elementary school must hold an Elementary-School Teacher's Certificate in addition to his Industrial Arts Certificate.

70. PROGRAMME OF STUDIES

The course of training for the Intermediate certificate in Industrial Arts consists of two parts as follows:

PART I: Activity Analysis and Course of Study

Shopwork—general woodwork, general metalwork, power mechanics, electricity, drafting; History of Industrial Arts, Guidance.

PART II: Observation and Practice Teaching.

Each student is given at least three weeks in a practice school. His teaching progresses from individual and group instruction to complete charge of routine duties and class instruction. If possible, he is sent to the general shop in an elementary school, a junior high school, and a collegiate institute.

DETAILS OF SUBJECTS, ACTIVITY ANALYSIS, AND COURSE OF STUDY

See Technical Subjects in Section *68*.

SHOP WORK

There are two shops, one of them for Woodwork and Drafting and the other for Metalwork and Power Mechanics.

Woodwork includes such activities as woodturning, cabinet making, building construction, pattern making, wood finishing.

Metalwork includes bench fitting, machine shop, welding, power mechanics, sheet metal, ornamental metalwork, etc.

Courses in drafting and in some crafts are offered.

71. HISTORY OF INDUSTRIAL ARTS

See History of Vocational Education, Section *66*.

72. GUIDANCE

Basic principles and current practices in guidance.

73. COURSE FOR THE INTERIM SPECIALIST CERTIFICATE

This certificate may be obtained also in summer courses. See Section *84*. This course is to provide training for those who contemplate teaching Industrial Arts in collegiate institutes.

ADDITIONAL CONDITIONS OF ADMISSION

An applicant shall:

hold an Intermediate certificate in Industrial Arts;

subsequently, have at least one year of successful teaching in the field of Industrial Arts, as verified by the inspector concerned;

show evidence of having passed not less than eight Grade XIII papers or approved equivalents including one in English. It is recommended that the candidate include papers in Mathematics and Science as these subjects are essential to progress in Industrial Arts.

74. PROGRAMME OF STUDIES

The course of training for the Specialist certificate in Industrial Arts consists of two parts as follows:

PART I: Activity Analysis, Course of Study and Shop Management, Advanced Shop Work.

PART II: Observation and Practice Teaching.

REQUIREMENTS FOR CERTIFICATES IN VOCATIONAL EDUCATION AND IN INDUSTRIAL ARTS

75. EXAMINATIONS AND CERTIFICATES

The final standing of students in attendance in the course for the Vocational Certificate, Type B, or the courses for the Intermediate and Specialist Certificates in Industrial Arts shall be determined by the combined results of the sessional records and the records of the final examinations of Part I and by the results of the records of Part II, of the course concerned.

The sessional records in each course represent oral and written exercises, practical work, research and frequent tests; and at the close of each term there will be a set of examinations.

A candidate shall pass in each of the subjects listed in the Programme of Studies of the course concerned. The pass standard shall be 50% of the marks assigned to each subject of Part I and 60% of the aggregate of the marks assigned to each of the divisions of Part II. A candidate for the Intermediate Industrial Arts certificate or the Specialist Industrial Arts certificate must pass a performance test before a certificate is issued. A candidate for the Vocational certificate, either Type B or Type A, must obtain a minimum of 50% in the Trade test.

A candidate for the Vocational certificate, Type B, who passes in Part II and fails in not more than two subjects of Part I shall be exempted from further attendance.

A candidate for the Intermediate certificate in Industrial Arts who passes in Part II and fails in not more than two sections of Shop Work *or* one other subject of Part I shall be exempted from further attendance.

A candidate for the Specialist certificate in Industrial Arts who passes in Part II and fails in not more than two sections of Advanced Shop Work of Part I shall be exempted from further attendance.

All other candidates who fail to obtain the necessary final standing shall be required to attend another session, beginning after the Christmas vacation.

A candidate exempted from attendance, as provided above, may complete his standing for a certificate by rewriting at an annual examination the examination in the subject in which he failed. Examinations will be held at the close of the session at such centres and under such conditions as are set out in Section 16.

SUMMER COURSES

76. HIGH SCHOOL ASSISTANTS', TYPE B, INITIAL AND COMPLETING SUMMER COURSES

INITIAL SUMMER COURSE

From July 4, 1966 to August 26, 1966, a summer course will be held at Toronto (Ontario College of Education), at Kingston (Ellis Hall, Queen's University), and at London (Westminster Secondary School), leading to a Temporary Secondary-School Teacher's certificate. The certificate shall be valid for the school year 1966–1967. The holder of such certificate may secure a High School Assistant's certificate, Type B, by attending, on the recommendation of the Principal and High School Inspector concerned, a second summer course in 1967, and by passing the examinations of that course.

The holder of a Temporary Secondary-School Teacher's certificate who has credit towards Part I of the Intermediate certificate in Physical Education or Commercial Accountancy or Secretarial Subjects or credit towards the Intermediate certificate in Home Economics may secure Part I of the Intermediate certificate in Physical Education or Commercial Accountancy or Secretarial Subjects or the Intermediate certificate in Home Economics as the case may be, by attending, on the recommendation of the Principal and High School Inspector concerned, a second summer course in 1966, and by passing the examinations of the course. No candidate will be awarded Part I of the Intermediate certificate in Physical Education or Commercial Accountancy or Secretarial Subjects or the Intermediate certificate in Home Economics before he has been awarded a High School Assistant's certificate, Type B.

A candidate for admission to the course leading to a Temporary Secondary-School Teacher's certificate must fulfil all the conditions of admission to the course for the Interim High School Assistant's certificate, Type B (Section 11), and also must submit evidence that he has accepted a contract offered after April 1 by an Ontario Secondary School Board for the ensuing school year for a position which has been advertized after February 26 and for which no fully qualified applicant is available. Application should be made to the Registrar, Ontario College of Education, 371 Bloor St. W., Toronto 5, for the course in Toronto or Kingston, or to the Associate Registrar of the Althouse College of Education, University of Western Ontario, for the course in London as soon as the candidate is under contract to teach.

Programme of Studies

The course of training for the summer course, July 4 to August 26, 1966, will consist of two parts as follows:

PART I: Professional courses:

Administration and Professional Practice; Educational Psychology

Courses in the principles and procedures of teaching *any* two of the following:

ENGLISH

FRANÇAIS (May be chosen by candidates who are qualified to prepare themselves to teach French to French-speaking pupils.)

HISTORY

GEOGRAPHY

MATHEMATICS

SCIENCE (A candidate should not select Science unless he has had previous laboratory experience and anticipates teaching Science.)

LATIN

FRENCH
GERMAN
SPANISH (A candidate should not choose one of these subjects unless he has oral proficiency in the language and has a thorough knowledge of phonetics, grammar and syntax. German and Spanish will be offered in Toronto *only*.)

One of the following subjects:

PHYSICAL EDUCATION (To qualify, a candidate must pass a standard Motor Ability Test. The candidate should have an interest in physical activities.)

COMMERCIAL SUBJECTS (A candidate who selects Commercial as a double option requires no previous training. Instruction is given in typing and either bookkeeping or shorthand. A candidate must take these beginner's classes unless he has university or four-year commercial high school credit or passes the qualifying test before the course commences. Those who qualify by university or four-year Commercial high school credits or pass the pre-course tests may select commercial as only one option.)

HOME ECONOMICS (No candidate may choose this subject unless she is qualified to take the course and has been appointed to teach Home Economics in the ensuing academic year. A candidate who is eligible for admission to the course leading to a High School Assistant's Certificate, Type A, must choose Home Economics as one of her optional subjects.)

COMPLETING SUMMER COURSE

A summer course for the High School Assistants' certificate, Type B, will be held from July 4, 1966, to August 19, 1966, for candidates who

qualified for Temporary Secondary-School Teachers' certificates on completion of the Initial eight-week summer course in 1965, and who are recommended for admission by the principal and high school inspector concerned. The course will consist of courses in the principles and procedures of teaching and optional subjects of the Initial course, Educational Psychology, and the History and Philosophy of Education.

PART II: Observation and Practice teaching in academic subjects.

77. HIGH SCHOOL ASSISTANTS', TYPE B, SUMMER COURSE FOR TEACHERS WITH PROFESSIONAL TRAINING

Candidates who have fulfilled the requirements for admission to the High School Assistants' course, Type B, and

hold Ontario Elementary-School Teacher's (or First Class) certificates,

hold Ontario Vocational certificates,

have had equivalent professional training elsewhere, or

have failed an examination or a supplemental examination or examinations of the Type B course and have not been asked by the Revising Board to withdraw from teaching altogether will be exempted from attendance at a Regular session of the Ontario College of Education but will attend the Summer Course for Teachers with Professional Training for a High School Assistant's certificate, Type B.

The pass standard for candidates in this course will be the same as that for candidates in attendance during a regular session.

Candidates who have been duly admitted to the Summer Course for Teachers with Professional Training for the High School Assistant's certificate, Type B, who attend throughout the session and who pass the examinations at the close of the session, may, on the recommendation of the examiners, be awarded by the Minister of Education, the Interim High School Assistant's certificate, Type B.

Candidates who have attended the Summer session, with the exception of those admitted under the fourth condition above, and who fail in one or more of the tests prescribed for an Interim High School Assistant's certificate, Type B, may complete their standing for said certificate under the following conditions:

Candidates who fail in more than two subjects shall reattend a Summer Course for Teachers with Professional Training another year,

Candidates who fail in not more than two subjects of the course (of which only one may be a course in the principles and procedures of teaching) may re-write at an annual examination of the College Regular session, the examination, or examinations, in the subject, or subjects in which they failed.

The course of training will consist of the following subjects:

Administration and Professional Practice;

Courses in the principles and procedures of teaching *any* two of the

following: English, Français, History, Geography, Mathematics, Science, Latin, French.

Commercial Subjects may be chosen as two subjects by those who hold a Vocational (Commercial) Type B Certificate. For further information please write to Professor A. P. Seggie, Ontario College of Education.

NOTE:

See end of Section 2 regarding *Extension of Jurisdiction of Ontario Basic Teaching Certificates—Elementary and Secondary.*

78. TYPE A SEMINARS

A special summer course of six weeks, beginning on July 4, 1966, will be offered to provide the opportunity for teachers who hold a Permanent High School Assistant's certificate or an Interim High School Assistant's certificate, Type B, and who possess the necessary academic qualifications, to obtain an Interim High School Assistant's certificate, Type A. Applications will also be entertained from holders of Type B certificates who are graduates of honour courses approved by the Department of Education but whose standing is below 66% but not lower than 60%, who submit evidence from the Principal and High School Inspector of at least five years' teaching experience in the subject, or subjects, of their special field of study, at least two years of which must have been in Grades XII or XIII and graded above average, in an Ontario secondary school subsequent to obtaining the professional standing referred to above. Applications for enrolment under this plan must be made to the Registrar, Ontario College of Education by March 31.

Professional courses leading to the Type A certificate in one of the following special fields of scholarship will be offered:

Biology
Chemistry
Chemistry and Biology
Classics
Economics
English
English and French
English and German
English and Latin
English and Spanish
English and History
French and German
French and Spanish
Français
Geography
Geography and Geology
Geology
History

Home Economics
Latin and French
Latin and Greek
Mathematics
Mathematics and Physics
Physical and Health Education
Physics
Physics and Biology
Physics and Chemistry
Political Science
Political Science and Economics
Psychology
Psychology and Sociology
Science
Sociology

Applicants must be recommended in their special fields of scholarship and teaching by the secondary school inspector concerned. If it should prove necessary, an equitable limitation of the enrolment may be made. Preference will be given to teachers holding the Permanent High School Assistant's certificate, and applications will be considered in the order in which they are received.

Written examinations will be held at the end of the course.

Applications for enrolment must be made to the Registrar, Ontario College of Education, by March 31.

79. HOME ECONOMICS SUMMER COURSES

Intermediate Courses

Summer courses leading to the Intermediate certificate in Home Economics will be held in Toronto from July 4, 1966 to August 5, 1966 for candidates who qualify for either Part I, II or IV courses.

PART I

Applicants who hold Interim or Permanent Second Class certificates, a First Class certificate, an Elementary-School Teacher's certificate, or a High School Assistant's certificate are eligible.

PART II

Those who successfully complete Part I of the course are eligible for admission to this course.

PART III

Those who have completed successfully both Part I and Part II of the course are eligible for this course.

PART IV

Those who have completed successfully Part I and II of the course are eligible for this course.

NOTE: Part III and Part IV are offered in alternate years and may be taken in either order. Part III will *not* be offered in 1966 and will be offered in 1967. Part IV will be offered in 1966 but will *not* be offered in 1967.

Letters of confirmation will be issued as each part of the course is completed successfully. Candidates will be recommended for the Intermediate certificate when all parts have been completed successfully.

Applications must be submitted not later than June 1, 1966, to the Principal of the Home Economics Summer Courses, Ontario College of Education, 371 Bloor St. West, Toronto 5.

Intermediate Course for Graduates with University Credits in Home Economics

Admission to this course is restricted to students who submit evidence of graduation, with a standing not lower than 60% in the Home Economics of the final year from a University course approved by the Minister of Education, which includes at least 15 credits in Home Economics.

The course will be conducted in Toronto, from July 4, 1966, to August 12, 1966. Final examinations will be written at the end of the session.

Applications must be submitted not later than June 1, 1965, to the Head of the Home Economics Department, Ontario College of Education, 371 Bloor St. West, Toronto 5.

80. SCHOOL LIBRARIANSHIP SUMMER COURSES

There are three six-week summer courses leading to the Specialist Certificate in School Librarianship. The Intermediate Courses, Parts I and II, lead to the Intermediate Certificate in School Librarianship. The third summer course leads to the Specialist Certificate. These three courses must be taken consecutively. These three courses are offered to meet the greatest need, hence all three courses are not necessarily offered every summer, nor consecutively.

The Intermediate Courses, Parts I and II, and the Specialist's course will be offered in Toronto from July 4 to August 12, 1966. Application forms may be obtained from the Head of School Librarianship Course, Ontario College of Education, 371 Bloor Street West, Toronto 5. Applications must be submitted before May 1, 1966. Enrolment is limited to 60 candidates in each course.

Intermediate Course, Part I

This is the first of two summer courses leading to the Intermediate Certificate in School Librarianship. This course offers basic training for teachers who will serve as secondary school librarians. It will include the following subjects: Classification and Cataloguing as related to school needs with laboratory periods for practice; The School Library Collection with particular attention to Biography and basic Reference books;

School Library Administration including the school library programme and methods of teaching the use of books and libraries.
Applicants for admission to this course must:
hold an Interim High School Assistant's Certificate, Type B, or a Permanent High School Assistant's Certificate; and
submit evidence of at least one year of successful teaching experience in an Ontario secondary school certified by the Ontario Department of Education.

An average of 60% in each subject is required to pass. Candidates who successfully complete this course will be issued a letter of confirmation.

Intermediate Course, Part II

This is the second of two summer courses leading to the Intermediate Certificate in School Librarianship. This course continues the basic training offered in Part I with emphasis on the materials and services supplied by the school library to support the secondary school curriculum. It will include the following subjects: Classification and Cataloguing; The School Library Collection; School Library Administration.
Applicants for admission to this course must:
hold an Interim High School Assistant's Certificate, Type B, or a Permanent High School Assistant's Certificate; and
hold an Elementary Certificate in School Librarianship, or a letter of confirmation of successful completion of School Librarianship, Intermediate Course, Part I; and
submit evidence of at least one year of successful experience in organizing and administering an Ontario secondary school library and its programme during a minimum of 15 periods per week subsequent to completion of the Intermediate Course, Part I, certified by the principal of the school concerned. This school library experience should include: conducting a library programme with regular classes; supervising student use of the library before and after regular school hours; organizing library materials and services in library work periods.

An average of 60% in each subject is required to pass. Candidates who successfully complete this course will be recommended for the Intermediate Certificate in School Librarianship.

Specialist Course

This course will continue the training offered in the Intermediate Course. It will include the following subjects: Classification and Cataloguing; The School Library Collection with particular attention to adult books for young people, the classics, and reference books; School Library Administration with emphasis on developing work with subject teachers.
Applicants for admission to this course must:
hold a Permanent High School Assistant's Certificate; and
hold an Intermediate Certificate in School Librarianship; and
submit evidence of at least one year of successful experience in organizing and administering an Ontario secondary school library and its

programme during a minimum of 15 periods per week subsequent to completion of the Intermediate Course, Part II, certified by the Inspector of Secondary School Libraries.

An average of 60% in each subject is required to pass. Candidates who successfully complete this course will be recommended for a Specialist Certificate in School Librarianship.

81. COMMERCIAL SUMMER COURSES

Teachers who wish to enrol in any of the following courses should write for application forms to the Principal, Commercial Summer Courses, Ontario College of Education, 371 Bloor Street West, Toronto 5, and should submit the completed form before June 1, 1966. The fee for each summer course is $50. This fee is to be paid *after acceptance*, to the Chief Accountant, University of Toronto, before the day of registration.

Intermediate Course, Part I

Summer courses leading to the completion of Part I of the Intermediate Accountancy, Intermediate Secretarial, Intermediate Marketing or Intermediate Data Processing will be held at Central High School of Commerce for candidates who qualify for the courses. Applicants who hold an Elementary school teaching certificate or a High School Assistant's Type B certificate are eligible.

Subjects:

Typewriting A; Shorthand A; Bookkeeping A; Typewriting B; Shorthand Theory, Bookkeeping B; Typing Methods; Shorthand Methods; Bookkeeping Methods; Business Practice Methods; Retail Merchandising; Merchandising Methods; Principles of Punched Card Data Processing.

Intermediate Course, Part II

Summer courses leading to the Intermediate Accountancy, Intermediate Secretarial, Intermediate Marketing or Intermediate Data Processing certificates will be held at Central High School of Commerce for candidates who qualify for the courses. To these courses may be admitted an applicant who has completed or who is completing subjects for the Intermediate, Part I, course.

Subjects:

Office Practice; Business Law; Business Arithmetic; Business Machines; Business Correspondence; Shorthand Practice; Business Finance; Business Organization and Management; Consumer Principles and Practices; Principles of Electronic Data Processing; Data Processing Methods.

Specialist Courses

Summer courses leading to the Specialist certificates in Accountancy, Secretarial, or Marketing will be held at Central High School of Commerce for candidates who qualify for the courses. To these courses may

be admitted an applicant who holds an Ontario High School Assistant's Type B certificate and who holds the Intermediate, Part II, Commercial certificate or who is completing subjects for this certificate and whose programme, approved by the Principal, permits a start on subjects leading to a Commercial Specialist Certificate.

Subjects:

Economics of Distribution; Accounting I; Accounting II; Secretarial I; Secretarial II; Marketing I; Marketing II; Major Methods in Accounting Subjects; Major Methods in Secretarial Subjects; Major Methods in Marketing; Organization and Supervision of a Commercial Department.

NOTE: Data Processing will be offered this summer to the Intermediate level only. Specialist work will be offered in London in 1966 and in both London and Toronto in 1967.

Credit may be allowed for equivalent university courses previously taken if certified statements or transcripts are submitted.

If a candidate is in doubt concerning the requirements for the Commercial certificates, he should write to the College of Education for a copy of the pamphlet, *How to Qualify as a Business and Commerce Teacher in Ontario.*

Supplemental Examinations

Supplemental Examinations in all the commercial subjects except Methods and Vocational Commercial programme will be held on June 30 and July 1, at the Central High School of Commerce, 574 Shaw St., Toronto 4, for those who qualify.

Subject Qualification:

Subjects of the Intermediate, Part I or II courses for which bulletins through the Extension Department, University of Toronto, have been completed successfully.

Subjects of the Intermediate, Part I or II courses that have been taught for at least one year within the last two years. This must be certified by a statement from the principal of your school.

Subjects of the Intermediate, Part I or II courses for which night school work at a high school, business college or university has been completed successfully.

Subjects in which the applicant has failed to obtain 66% at university or a commercial high school.

Subjects in which the applicant failed to obtain standing at a previous summer course.

For permission to try these examinations, write to the principal, Professor A. P. Seggie, Ontario College of Education, 371 Bloor Street West, Toronto 5, before June 15, 1966.

The fee for the examination is $5.00 per subject and is to be paid on the day of writing the examination.

82. VOCATIONAL COMMERCIAL SUMMER COURSE

Vocational, Type B in certain Commercial Subjects

As a temporary measure, if there are sufficient applicants, a Special Vocational Commercial Summer Course of five weeks will be offered in Toronto and Ottawa, in 1966, leading to an Interim Vocational Type B certificate valid for teaching certain Commercial skills or subjects in a secondary school for those who meet the Department of Education requirements for this two-summer course. To this course may be admitted applicants, 45 years of age or under, who hold acceptable certificates, diplomas, or degrees. A second summer of five weeks in 1967 will be required to complete the certificate.

The second summer of this two-summer Special Vocational Commercial Summer Course leading to an Interim Vocational, Type B, certificate valid for teaching certain commercial skills or subjects will be offered in Toronto and Ottawa in 1966 for those who completed successfully the first five weeks in 1965.

If there are sufficient applicants, another Special Commercial Summer Course with three summers of five weeks will also be offered in Toronto and Ottawa in 1966 leading to an Interim Vocational, Type B, certificate valid for teaching Typing, Office Practice, Shorthand and Marketing in any secondary school for those who meet the Department of Education requirements for this three-summer course.

The second and third summer of the three-summer special Vocational Commercial Summer Course leading to an Interim Vocational, Type B certificate, valid for teaching Typing, Office Practice, Shorthand and Marketing only, will be offered in Toronto and Ottawa in 1966 for those who completed successfully the work of the previous summer course in 1965. To this course may be admitted applicants 45 years of age or under, who hold acceptable certificates, diplomas, or degrees.

Any student who completes this Vocational Type B certificate and obtains an approved degree, may secure a High School Assistant's certificate, Type B, by attending the Summer Session for Teachers with Professional Training and passing the examinations of the course.

Applications for these courses and requests for additional information should be addressed to Professor G. A. Reid, Ontario College of Education.

These special Vocational Commercial courses will be discontinued as soon as sufficient teachers are supplied by the regular programme.

83. ELEMENTARY-SCHOOL TEACHERS, COMPLETING COURSE

This course is for High School Assistants who hold credit towards the Elementary-School Teacher's certificate. The course will open on July 4 and close on August 5, 1966.

84. INDUSTRIAL ARTS SUMMER COURSES

Specialist Course

Summer courses leading to Specialist certification in Industrial Arts will be held from July 4, 1966, to August 5, 1966. Parts I and II will be offered if enrolment in each part is sufficient.

Requirements for entrance into Part I are: an Intermediate certificate and one year of successful teaching in Industrial Arts; standing in eight Grade XIII papers; and above-average grading by the inspector concerned.

Candidates who wish to apply for entrance to Part II must submit the official records of satisfactory completion of Part I.

Intermediate Course

This course consists of 3 parts, each of 5 weeks' duration.

To Part I will be admitted (if sufficient candidates apply):

Candidates holding High School Assistants' certificates, who have passed in the supplementary course in Industrial Arts.
See Section 22, and Section 45.

Candidates holding Vocational certificates, who are teaching Industrial Arts in secondary schools.

Candidates holding Elementary-School Teachers' certificates and also Parts I and II of the Elementary Industrial Arts course and Part I of the Supervisor's Course.

Application should be made before May 2, 1966, to the Director of Vocational and Industrial Arts Teacher Education, Ontario College of Education, 371 Bloor St. West, Toronto 5, Ontario.

85. OCCUPATIONAL TRADES SUMMER COURSES

Courses leading to Occupational Certificates. Parts I and II will be offered in 1966.

To Part I will be admitted holders of Vocational certificates, and holders of Industrial Arts Intermediate certificates, who hold contracts with Boards of Education to teach this subject in composite schools.

To Part II will be admitted candidates who have completed Part I.

86. VOCATIONAL SUMMER COURSES

Vocational, Type B

Summer courses leading to the Vocational Certificate, Type B, will be offered from July 4, 1966 to August 19, 1966 for holders of High School Assistants' certificates who meet Department of Education requirements for vocational certification.

The first of two seven-week Summer Sessions leading to the Interim Vocational certificate, Type B, or the Interim Occupational certificate, Type B, will be offered from July 4, 1966 to August 19, 1966 inclusive.

Vocational, Type A

A summer course leading to the Vocational certificate, Type A, will be held from July 4 to August 5, 1966. Part II only will be offered at the Ontario College of Education, Toronto.

The requirements for Specialist certification are: a Permanent Ordinary Vocational certificate; above-average grading by the inspector concerned; standing in nine Grade XIII papers, one of which must be English Composition, or approved equivalents.

Application should be made to the Director of Vocational Teacher Education, Ontario College of Education, 371 Bloor Street West, Toronto 5, before June 1.

87. PHYSICAL EDUCATION SUMMER COURSES

Separate courses will be offered in Toronto for men and women. These courses lead to the following certificates:

Intermediate

Summer courses leading to the Intermediate certificate (Parts I and II) will be held in Toronto from July 4 to August 5, 1966.

The course leading to an Intermediate Physical Education certificate consists of two Summer sessions (Intermediate, Parts I and II).

Applicants for admission to the course must hold an Interim High School Assistant's certificate, Type B, or a Permanent High School Assistant's certificate.

Applicants holding an Elementary Physical Education certificate granted under former regulations may be admitted to the second Summer Session (Intermediate II).

Specialist

The Summer course leading to the Specialist certificate will be held in Toronto from July 4 to August 12, 1966.

Applicants for admission to the course must hold an Interim High School Assistant's certificate, Type B, or a Permanent High School Assistant's certificate and an Intermediate Physical Education certificate, and have taught for a period of at least one year in a secondary school in Ontario, or in Grade IX or X of a public or separate school in Ontario.

Applicants holding an Interim High School Assistant's certificate, Type B, or a Permanent High School Assistant's certificate, and a Supervisor's certificate in Physical Education.

Special Course for Teachers of Physical Education for Girls

The Special Course for Teachers of Physical Education for Girls will be held in Toronto from July 4 to August 5, 1966.

Applicants for admission to the course must hold:

Permanent Elementary-School Teacher's (or First Class) certificate,
A Secondary School Honour Graduation diploma or equivalent standing,
A contract with an Ontario Secondary School Board of Education.

After satisfactory completion of the course, the candidate will receive a letter to that effect issued by the Department of Education.

Equipment

All students in Physical Education are required to wear the prescribed uniform in practical classes. The approximate cost of a uniform is $10 for the women and $6 for the men. Information concerning equipment, books, preparation for the course, location of the course, and hours, will be sent on acceptance of applications.

Medical Certificates

Each applicant will be required to forward by June 15 a medical certificate from his own physician indicating that he is physically fit to take the course. Final registrations will not be accepted and students will not be permitted to take part in the course until this condition has been fulfilled.

Applications

Application forms may be obtained for women's courses from the Head of Women's Physical Education, Ontario College of Education, 371 Bloor Street West, Toronto 5; for men's courses from the Head of Men's Physical Education, Ontario College of Education, 371 Bloor Street West, Toronto 5.

Completed application forms must be returned not later than June 1, 1966.

88. THEATRE ARTS SUMMER COURSE

A summer course leading to the Certificate in Theatre Arts will be held in Toronto from July 4 to August 12, 1966, for qualified experienced teachers who have a special interest and/or experience in dramatics.

The course will include lectures and seminars in methods of presenting Theatre Arts, workshop sessions in selection, direction of plays, voice production, techniques of acting and stagecraft.

Visits to professional theatres in Toronto and a trip to Stratford will be included in this course.

Practical test in reading, rôle playing, make-up and a written examination in methods will be held during the concluding week of the course.

Because of its intensive nature, the class will be limited to 30 persons.

GRADUATE DEGREES IN EDUCATION

89. Programmes of study leading to University of Toronto graduate degrees of Master of Education, Master of Arts, Master of Philosophy, Doctor of Education and Doctor of Philosophy are available through the *Ontario Institute for Studies in Education.*

For information regarding these programmes see the announcement "Programmes Leading to University of Toronto Graduate Degrees in Education, 1966–67" which is obtainable from the Institute at 344 Bloor Street West, Toronto 4.

STUDENTS FROM OVERSEAS

90. In a typical year students from a dozen or more overseas countries will be registered in the College. While the majority of these are experienced officials pursuing studies leading to graduate degrees, arrangements are also made for individual students from abroad to be enrolled in an appropriate teacher-training programme. A special effort is made to welcome qualified overseas students who plan to return to their own country on completion of their studies, and to meet their special needs insofar as the resources of the College permit.

COMMITTEE ON ADVANCED STANDING

91. The Director and Associate Director of the Committee on Advanced Standing give ratings on academic standing to candidates who are seeking endorsement of the High School Assistant's certificate, Type B, or the Permanent High School Assistant's Certificate, or who are applying for admission to a course leading to a High School Assistant's certificate, Type A. Candidates for endorsement, or Type A admission may apply to this office for approval of university courses to be used for credits towards completing the academic requirements.

Written enquiries should be addressed to the Director, Committee on Advanced Standing, Ontario College of Education, 371 Bloor Street West, Toronto 5.

The University of Toronto issues the following calendars and other publications concerning courses of instruction given by the University, any one of which may be had on application to the Registrar of the University or to the Secretary of the Faculty, School or Institute about which information is sought.

CALENDARS AND OTHER PUBLICATIONS ISSUED BY THE UNIVERSITY OF TORONTO

ADMISSION INFORMATION—	Admission Awards
	Admission Circular
APPLIED SCIENCE AND ENGINEERING—	Faculty of Applied Science and Engineering
	Engineering at Toronto—descriptive brochure
	Diploma Course in Operations Research
ARCHITECTURE—	School of Architecture
ARTS AND SCIENCE—	Faculty of Arts and Science
	Courses and Subjects in Arts and Science
	Diploma Course in Computing and Data Processing
BUSINESS—	School of Business—Graduate Program in Business Administration
CHILD STUDY—	Institute of Child Study
DENTISTRY—	Faculty of Dentistry
	Courses for Graduates in Dentistry
	Dental Hygiene
EDUCATION—	Ontario College of Education
	Graduate Degrees in Education
EXTENSION—	General Course (Extension)
	General Course in Science (Extension)
	Bachelor of Science in Nursing (Extension)
	Certificate Course in Business
	Certificate Course in Public Administration
	Evening and Afternoon Courses in the Liberal Arts
	Business and Professional Courses
	Correspondence Courses
FOOD SCIENCES—	Faculty of Food Sciences
FORESTRY—	Faculty of Forestry
GRADUATE STUDIES—	School of Graduate Studies
HYGIENE—	School of Hygiene
LAW—	Faculty of Law
LIBRARY SCIENCE—	School of Library Science
MEDICINE—	Faculty of Medicine
	Division of Rehabilitation Medicine
	Division of Postgraduate Medical Education
MUSIC—	Faculty of Music
	The Royal Conservatory of Music
	School of Music Year Book
	General Syllabus
	Pianoforte and Theory Syllabus
NURSING—	School of Nursing
PHARMACY—	Faculty of Pharmacy
PHYSICAL AND HEALTH EDUCATION—	School of Physical and Health Education
SOCIAL WORK—	School of Social Work

THE COLLEGE OF EDUCATION

UNIVERSITY OF TORONTO

CALENDAR 1967-68

In view of increasing costs of supplies and labour, fees, residence dues and other charges set forth in this calendar are subject to change by the Board of Governors.

University of Toronto

THE COLLEGE OF EDUCATION

CALENDAR 1967-1968

UNIVERSITY OF TORONTO PRESS
1967

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HISTORICAL NOTE

When secondary education in Upper Canada was officially introduced in 1807, qualifications for teachers were ill-defined and professional training non-existent. Nevertheless, a surprising number of "educated gentlemen" found their way into the classrooms of the District Grammar Schools. Unfortunately, the supply of these superior pedagogues failed to keep pace with the growth of the province's population and the subsequent increase in schools. But in spite of the difficulties encountered, no serious attempt to provide teacher training was made for more than half a century.

Beginning in 1858, a number of experiments involving model schools and training institutes was conducted with the aim of improving the academic and professional qualifications of teachers. None of these endeavours met with widespread satisfaction.

In 1890, all such operations were abandoned with the founding of a provincial School of Pedagogy in Toronto. Seven years later, this institution was moved to Hamilton and renamed the Ontario Normal College.

In 1906, the training of secondary school teachers was modified drastically when Faculties of Education were organized at the University of Toronto and at Queen's University. In Toronto, the Faculty offered professional secondary school courses, elementary school courses, and postgraduate courses in Pedagogy. In order to improve the practical and experimental aspects of its programme, the Faculty established, in 1910, a practice school, the University of Toronto Schools.

This pattern of teacher training continued until after the close of World War I. In 1920, it came to an abrupt end when the Faculty of Education at Queen's was discontinued and the Faculty at Toronto was designated as the Ontario College of Education, University of Toronto.

During the period since its inception, the Ontario College of Education has expanded its programme, its services, its facilities and has added a number of important departments: the Guidance Centre, in 1945; the Vocational and Industrial Arts Department, in 1946; the Department of Advanced Academic Recommendation (now known as the Committee on Advanced Standing), in 1957.

In 1966, the Departments of Graduate Studies and Research were transferred to the Ontario Institute for Studies in Education, so that the activities of those Departments are now administered by the Institute.

In 1966, a new agreement for the operation of the Ontario College of Education was made between the Minister of Education and the University of Toronto, establishing a College Council and an Advisory Board. By the same agreement the name of the College was changed to *The College of Education.*

Today, The College of Education pursues its traditional task of training secondary school teachers and, in addition, produces a number of elementary school teachers and administers the University of Toronto Schools.

In 1965, the Althouse College of Education, affiliated with the University of Western Ontario, was opened at London, and, in 1967, the McArthur College of Education, affiliated with Queen's University, was established at Kingston.

ACADEMIC CALENDAR, Summer Session, 1967

Courses	*Begins*	*Ends*
1967		
Initial Eight-Week Summer Session (High School Assistants)	July 3	Aug. 25
Completing Seven-Week Summer Session (High School Assistants)	July 3	Aug. 18
Summer Session for Teachers with Professional Training	July 3	Aug. 11
Type A Summer Session	July 3	Aug. 11
Home Economics Summer Session for University graduates	July 3	Aug. 11
Home Economics, Intermediate Part I, Part II, and Part III Summer Sessions	July 3	Aug. 4
School Librarianship, Intermediate Part I and Part II, and Specialist Summer Session	July 3	Aug. 11
Commercial–Special Summer Session for Vocational Teachers (C2)	July 3	Aug. 4
Commercial–Special Summer Session for Vocational Teachers (C3)	July 3	Aug. 4
Commercial Vocational–Completing Course (C2)	July 3	Aug. 4
Second and Third Summer Session for Commercial Vocational Teachers (C3)	July 3	Aug. 4
Commercial–Summer Session for Intermediate Accountancy, Secretarial, Marketing, and Data Processing, Parts I & II, and Specialist	July 3	Aug. 4
Vocational Summer Session for Type A Certificates, Part I (Part II to be held in London this year)	July 2	Aug. 4
Occupational Summer Session for Type A Certificates, Parts I & II	July 3	Aug. 4
Occupations (Practical) for Men, Parts I and II	July 3	Aug. 4
Occupations (Practical) for Women, Parts I and II	July 3	Aug. 4
Vocational Summer Session Initial and Completing Course for Technical and Occupational Teachers (Pedagogy)	July 3	Aug. 18

ACADEMIC CALENDAR, Summer Session, 1967

Courses	*Begins*	*Ends*
Intermediate Industrial Arts, Parts I, II and III	July 3	Aug. 4
Industrial Arts Specialist Summer Session, Parts I, II and III	July 3	Aug. 4
Completing Elementary School Teachers' Summer Session	July 3	Aug. 4
Physical and Health Education (Girls) Summer Session for Part I and Part II of Intermediate Certificate	July 3	Aug. 4
Physical and Health Education (Girls) Specialist Summer Session	July 3	Aug. 11
Physical and Health Education (Boys) Summer Session for Part I and Part II of Intermediate Certificate	July 3	Aug. 4
Physical and Health Education (Boys) Specialist Summer Session	July 3	Aug. 11
Physical and Health Education (Girls) Special Summer Session	July 3	Aug. 4

ACADEMIC CALENDAR, WINTER SESSION, 1967–68

Autumn Term, 1967—September 18 to December 20

September	18	Registration, 9 a.m.
September	18	Address by the President to the students of all faculties and schools at 2.00 p.m. in Convocation Hall
October	9	Thanksgiving Day
November	10	Remembrance Day Service at 10.30 a.m.
December	31	Last day for accepting applications for supplemental practical tests

Winter Term, 1968—January 3 to April 11

January	20	Last day for receiving the second instalment of fees
January	31	Last day for accepting applications for supplemental written examinations
April	12	Good Friday

Spring Term, 1968—April 16 to May 17

May	6–17	Final Examinations
May	27–June 4	University Commencement

ADMINISTRATIVE OFFICERS

1966–1967

THE UNIVERSITY

President . . . . . C. T. Bissell, M.A., Ph.D., D.Litt., LL.D., F.R.S.C.
Executive Assistant to the President . . . . . D. F. Forster, B.A., A.M.

Vice-President and Provost . . . . . M. St. A. Woodside, M.A., LL.D.
Vice-Provost . . . . . J. H. Sword, M.A.

Vice-President (Health Sciences) . . . J. D. Hamilton, M.D., F.R.C.P.(C)
Vice-President (Research Administration)
G. de B. Robinson, M.B.E., B.A., Ph.D., F.R.S.C.

Vice-President for Scarborough and Erindale Colleges and Principal of Erindale College D. C. Williams, M.A., Ph.D.

Chief Librarian . . . . . R. H. Blackburn, M.A., B.L.S., M.S., LL.D.

Vice-President (Administration) . . . . . F. R. Stone, B.Com., C.A.
Director of Finance . . . . . G. L. Court, D.F.C., M.Com., C.A.
Secretary of the Board of Governors and Director of Administrative Services . . . . . D. S. Claringbold
Director of Physical Plant . . . . . F. J. Hastie, B.Sc., P.Eng.

Registrar and Director of Student Services . . . . R. Ross, M.B.E., M.A.
Executive Assistant to the Registrar . . . . . W. Kent, M.A.
Director of Admissions . . . . . E. M. Davidson, B.A.
Director of Student Awards . . . . . R. L. Purves, D.S.O., C.D., B.A.
Special Officer (Secondary School Liaison)
J. R. H. Morgan, M.B.E., M.A., B.Paed., LL.D.
Director of Statistics and Records . . . J. H. Tusiewicz, M.A.Sc., M.B.A.
Director of University Health Service G. E. Wodehouse, M.C., M.D., F.R.C.P.
Assistant Director of University Health Service —Women . . . . . Miss F. H. Stewart, B.A., M.D.
Director of Placement Service . . . . . J. K. Bradford, O.B.E., M.A.Sc.
Director of International Student Centre . . . . . Mrs. K. Riddell, B.A.
Director of the Advisory Bureau
D. J. McCulloch, B.A., M.D., D.Psych., F.R.C.P.
Director of Housing Service . . . . . Mrs. M. G. Jaffary, B.A.

Director of University Extension . . . . . G. H. Boyes, M.A.

Director of University of Toronto Press . . . . M. Jeanneret, B.A., LL.D.

Director of Information . . . . . K. S. Edey
Director of Alumni Affairs . . . . . J. C. Evans, B.A.
Director of Development . . . . . R. J. Albrant

Warden of Hart House . . . . . E. A. Wilkinson, B.A.
Director of Athletics and Physical Education —Men . . . . . W. A. Stevens, B.S.
Director of Athletics and Physical Education —Women (Acting) . . . . . Miss D. Jackson, B.A.Sc., M.A.

ADMINISTRATIVE STAFF

1967–1968

THE COLLEGE OF EDUCATION

Dean ..... D. F. Dadson, B.A., B.Ed.

Assistant Dean ..... H. O. Barrett, C.D., B.A., D.Paed., F.O.T.F.

Director of the Department of Technical and Industrial Arts
A. W. Frizzell, B.A.Sc., P.Eng.

Assistant Directors of the Department of Technical and Industrial Arts
F. E. Mason, B.A.,
T. H. G. Luther, M.A., B.Ed.

Director of the Department of Business and Commerce A. P. Seggie, B.A.

Director of Practice Teaching ..... J. W. Dodd, B.A.

Associate Director of Practice Teaching ..... D. J. Long, B.A.

Director of the Guidance Centre ..... M. D. Parmenter, M.A.

Director, Committee on Advanced Standing
J. S. Carlisle, B.A., B.Paed.

Librarian ..... Mrs. Katherine Packer, B.A., A.M.L.S.

Registrar ..... Miss A. A. L. Elliott, B.A.

Enquiries concerning courses at The College of Education should be addressed to the Registrar, The College of Education, 371 Bloor Street West, Toronto 5.

TEACHING STAFF 1966–1967

HIGH SCHOOL ASSISTANTS' COURSE

ADMINISTRATION AND PROFESSIONAL PRACTICE

A. S. Nease, M.A. ..... *Professor*
J. W. Greig, B.A., Ed.D. ..... *Associate Professor*

ART

P. H. Tacon, M.A., B.Paed. ..... *Professor*

AUDIO-VISUAL AND TELEVISION AIDS

D. A. Clee, B.A., M.Sc. ..... *Professor*

BUSINESS AND COMMERCE

A. P. Seggie, B.A. ..... *Professor*
G. A. Reid, B.Comm., B.Ed., M.A. ..... *Associate Professor*
J. H. Dool, B.A. ..... *Associate Professor*
L. J. LaFave, B.Ed., M.B.A. ..... *Associate Professor*

CLASSICS

B. C. Taylor, M.A. ..... *Professor*

ECONOMICS AND POLITICAL SCIENCE

W. B. S. Trimble, M.A., M.Ed. ..... *Associate Professor*

EDUCATIONAL PSYCHOLOGY

H. O. Barrett, C.D., B.A., D.Paed., F.O.T.F. ..... *Professor*

ELEMENTARY EDUCATION

G. E. Tait, B.A., B.Paed., Ed.D. ..... *Professor*

ENGLISH

R. J. McMaster, B.A., B.Ed. ..... *Professor*
J. H. Stevens, M.A. ..... *Professor*
J. W. MacDonald, M.A. ..... *Associate Professor*
C. H. Wall, B.A., B.Ed. ..... *Associate Professor*

FRANÇAIS

GEOGRAPHY

W. E. Sager, C.D., B.A. ..... *Associate Professor*
R. P. Baine, M.A. ..... *Associate Professor*
Mrs. Una Elliott, M.A. ..... *Assistant Professor*

GUIDANCE

M. D. Parmenter, M.A. ..... *Professor*
C. L. Bedal, B.A., M.Ed. ..... *Assistant Professor*

HEALTH AND PHYSICAL EDUCATION

J. H. Passmore, B.A., B.P.H.E., B.Ed. ..... *Professor*
J. R. Life, B.P.H.E., M.Ed. ..... *Associate Professor*
Miss Jean M. Stirling, B.A. ..... *Associate Professor*
Mrs. Janet Armstrong, M.A. ..... *Assistant Professor*

HISTORY

A. D. Lockhart, M.A. ..... *Professor*
J. C. Ricker, M.A. ..... *Associate Professor*
G. Smith, M.A. ..... *Assistant Professor*

HISTORY AND PHILOSOPHY OF EDUCATION

J. M. Paton, M.A., D.Paed. ..... *Professor*
A. F. Skinner, M.A., B.Sc., Ph.D., F.E.I.S. ..... *Professor*

HOME ECONOMICS

Miss Helen Finnegan, B.A., M.S. ..... *Associate Professor*

MATHEMATICS

W. B. MacLean, M.A. ..... *Professor*
W. S. Sawyer, B.A., M.A. ..... *Professor*
K. O. May, B.A., Ph.D. ..... *Professor*
D. L. Mumford, B.A. ..... *Associate Professor*

MODERN LANGUAGES

R. J. Jones, B.A., Mus.Bac. ..... *Associate Professor*
G. A. Kirk, M.A., Dip.D'E. ..... *Associate Professor*

MUSIC

K. I. Bray, Mus.Bac., M.M. ..... *Associate Professor*

PSYCHOLOGY AND SOCIOLOGY

SCHOOL LIBRARIANSHIP

Miss Margaret Scott, B.A., B.L.S. ..... *Associate Professor*

SCIENCE

A. H. Louden, B.A., B.Paed. ..... *Professor*
R. G. Casson, B.Sc. ..... *Associate Professor*
W. A. Andrews, M.Sc., B.Ed. ..... *Assistant Professor*

THEATRE ARTS

J. W. Dodd, B.A. ..... *Professor*
Miss E. Crampton, L.U.D., C.S.T.D., I.P.C. ..... *Special Lecturer*

VOCATIONAL COURSE

ADMINISTRATION AND PROFESSIONAL PRACTICE

A. S. Nease, M.A. ..... *Professor*
J. W. Greig, B.A., Ed.D. ..... *Associate Professor*

EDUCATIONAL PSYCHOLOGY

T. H. G. Luther, M.A., B.Ed. ..... *Associate Professor*

ENGLISH

C. H. Wall, B.A., B.Ed. ..... *Associate Professor*
G. R. Burfield, B.A. ..... *Assistant Professor*

HISTORY OF VOCATIONAL EDUCATION

G. R. Burfield, B.A. ..... *Assistant Professor*

INDUSTRIAL ARTS

T. H. G. Luther, M.A., B.Ed. ..... *Associate Professor*
E. P. Emerson, B.A., M.Ed. ..... *Associate Professor*
R W. Wilson, B.Sc., M.I.E.E. ..... *Assistant Professor*
R Sramek, B.A. ..... *Assistant Professor*
C. Otto ..... *Lecturer*
A. Jameson ..... *Lecturer*
P. J. Briggs ..... *Lecturer*

PRINCIPLES OF TEACHING

A. W. Frizzell, B.A.Sc., P.Eng. ..... *Professor*
F. E. Mason, B.A. ..... *Professor*
D. J. Long, B.A. ..... *Associate Professor*
W. J. Watson, B.A. ..... *Assistant Professor*
A. Gaydos, B.A. ..... *Assistant Professor*
H. J. Taylor ..... *Lecturer*

TECHNICAL SUBJECTS

D. J. Long, B.A. ..... *Associate Professor*
W. J. Watson, B.A. ..... *Assistant Professor*
C. Otto ..... *Lecturer*
H. J. Taylor ..... *Lecturer*

TECHNICAL PROFICIENCY EXAMINATIONS

E. Gascoigne, P.Eng. ..... *Director*

GENERAL INFORMATION

1. FACILITIES

Students registered for courses in The College of Education may use the University's athletic facilities and Hart House, under such conditions as obtain with other students. They will also be admitted free to the Royal Ontario Museum, Bloor Street, and to the Toronto Art Gallery, Dundas St., from 9 a.m. to 5 p.m., on presentation of their Admit to Lecture cards.

THE COLLEGE OF EDUCATION LIBRARY

The College of Education Library provides service for faculty and students in The College of Education and also constitutes the collection in the field of education for the University of Toronto as a whole. It consists of approximately 50,000 volumes (books and bound journals) plus a pamphlet, picture and filmstrip collection for use in practice teaching. The Library subscribes to some 400 periodicals.

In addition to its loan collection, the Library offers reference services for students as well as faculty, and maintains a general reference collection in addition to specialized bibliographical and research tools in the field of education. The Reference Room houses a special collection of Early School Texts.

Students attending The College of Education are also entitled to use the University of Toronto Library and other departmental libraries. The Library also provides continuing service to graduates of the College.

HOUSING SERVICE

For the convenience of those students who are not able to find accommodation in the University and College residences, the University maintains a listing of rooming houses, flats, apartments and homes. Information on these rooms may be obtained through the Housing Service office at 134 St. George St., Toronto 5.

Off-campus housing of this nature is not subject to University regulation; however, every effort is taken to make the information on the accommodation as complete as possible and students are encouraged to assist in this effort by reporting on the quality of the accommodation that they have occupied.

A limited amount of accommodation is offered in exchange for part-time services such as housekeeping or babysitting.

THE UNIVERSITY HEALTH SERVICE

Facilities: Health Service (Men), 256 Huron Street, 928–2459

Health Service (Women), 256 Huron Street, 928–2456

Any student may consult a Staff Physician at the Health Service 9 a.m. to 5 p.m., Monday to Friday, and 9 a.m. to 12.30 p.m. (Men) and 12 noon (Women) Saturday, while the University is in session.

The University does not accept any responsibility for injuries sustained by students while engaged in physical education classes or in university athletic activities, but through the Health Service provides for treatment within the following limits: minor injuries are treated at its offices; treatment for more serious injuries will be provided if such treatment is given under direction and care of staff retained by the Health Service. Treatment is limited to students who suffer accidents while engaged in and which arise out of University physical education classes and athletic activities.

2. COURSES TO BE OFFERED

Summer Session, 1967

The College of Education will offer the following courses during the summer of 1967. For details see Sections 69 to 81 dealing with Summer Courses.

(1) The Initial Course leading to the Temporary Secondary School Teacher's certificate

(2) The Completing Course leading to the Interim High School Assistant's certificate, Type B

(3) The Course for Teachers with Professional Training leading to the High School Assistant's certificate, Type B

(4) Seminars leading to an Interim High School Assistant's certificate, Type A

(5) Business and Commerce Courses

(6) Elementary School Teacher's Completing Course

(7) Home Economics courses

(8) Industrial Arts courses

(9) Occupational courses

(10) Physical and Health Education courses

(11) School Librarianship courses

(12) Vocational courses

Staff-Student Committee in session.

Winter Session 1967–68

The College of Education will offer courses during the Winter Session, 1967–68, leading to the following Department of Education certificates:

(1) Interim High School Assistant's certificate, Type B

(2) Interim High School Assistant's certificate, Type A

(3) Art—(Part I of the course for the Intermediate certificate in Art)

(4) Business and Commerce—(Courses leading to the Intermediate and Specialist certificates in Accountancy, Secretarial, Marketing or Data Processing)

(5) Elementary School—(Course leading to the Interim Elementary School Teacher's certificate)

(6) Guidance—(Course leading to the Elementary certificate in Guidance)

(7) Home Economics (Course leading to the Intermediate certificate in Home Economics)

(8) Industrial Arts—(Part I of the course leading to the Intermediate certificate in Industrial Arts)

(9) Music—(Part I of the Intermediate certificate in Vocal and Instrumental Music)

(10) Physical and Health Education—(Parts I and II of courses leading to the Intermediate course leading to the Specialist certificates)

(11) School Librarianship—(Part I of the course leading to Intermediate certificate in School Librarianship)

(12) Theatre Arts—(Course leading to Theatre Arts certificate)

(13) Occupational, Type B, course

(14) Occupational, Type A, course

(15) Vocational, Type B, course

(16) Vocational, Type A, course

(17) Industrial Arts—(Courses leading to the Intermediate and Specialist certificates)

3. GENERAL INFORMATION CONCERNING CERTIFICATES VALID IN SECONDARY SCHOOLS IN ONTARIO

For Academic and General Subjects:

(1) The basic certificate is the Interim High School Assistant's certificate, Type B. This certificate qualifies the holder for five years as an assistant teacher. It may become a Permanent High School Assistant's certificate upon completion of two years' successful teaching experience in a secondary school in Ontario.

(2) Endorsement of the High School Assistant's certificate, Type B, is possible under the following conditions:

A candidate who has obtained second class standing or better in approved university courses to a total of 15 credits in one secondary school academic subject, or 24 credits (12 credits in each) in two related academic subjects, and who completes a year of successful teaching subsequent to the date of his Type B certificate in such subject(s) is eligible for endorsement of his Type B certificate. A candidate must apply to the Committee on Advanced Standing, The College of Education, University of Toronto, for approval of his credits and subsequently to the Registrar, Department of Education, 44 Eglinton Avenue West, Toronto 12, for endorsement.

(3) The higher certificate is the Interim High School Assistant's certificate, Type A. This certificate qualifies the holder for five years as an assistant teacher. It may become a Permanent High School Specialist's certificate (which qualifies the holder to become head of a Department in a secondary school) upon the completion of two years' successful teaching experience in Ontario on which the applicant has been graded as above average in the subject or subjects covered by the certificate.

For Vocational Subjects

(1) The basic certificate is the Interim Vocational certificate, Type B. This certificate qualifies the holder for five years as a teacher in Vocational subjects designated on his certificate. A Permanent Vocational certificate, Type B, may be obtained upon the completion of two years' successful experience in a secondary school in Ontario.

(2) The higher certificate is the Interim Vocational certificate, Type A. This certificate qualifies the holder for five years as a teacher in the Vocational subjects designated on his certificate. It may become a Permanent Vocational Specialist's certificate, Type A, upon the completion of two years' successful experience in Ontario in the subject or subjects designated on the certificate. This certificate may qualify the holder to become a Technical Director in a secondary school.

For Occupational Subjects

(1) The basic certificate is the Interim Occupational certificate, Type B (Practical). This certificate qualifies the holder for five years as a teacher in Occupational subjects. A Permanent Occupational certificate, Type B, may be obtained upon the completion of two years' successful experience in a secondary school in Ontario.

(2) The higher certificate is the Interim Occupational certificate, Type A. This certificate qualifies the holder for five years as a teacher in Occupational subjects. It may become a Permanent Occupational Specialist's certificate, Type A, upon the completion of two years' successful experience in Ontario. This certificate may qualify the holder to become a Director in an Occupational Department.

For Business and Commercial Subjects

(1) The basic certificates to teach Business and Commerce Subjects are:
   (a) A High School Assistant's certificate, plus
   (b) an Intermediate certificate in Accountancy, Data Processing, Marketing, or Secretarial.

Students may proceed to qualify for certification in a number of ways:

A candidate for the High School Assistant's certificate, Type B, Winter Session, may select his two options as follows:

(i) A double Business and Commerce option will qualify a candidate for the Interim Intermediate certificate in one of—Accountancy, Data Processing, Marketing or Secretarial.

(ii) A single Business and Commerce option plus one academic option will qualify a candidate for the Interim Intermediate, Part I, certificate in his chosen field.

A person who holds a teaching certificate valid in an Ontario secondary school may take a series of two summer courses covering

the work of Part I and Part II of the Intermediate certificate in one of—Accountancy, Data Processing, Marketing, or Secretarial.

(2) The Interim Commercial Vocational, Type B, certificate (Commercial Subjects named):

This certificate may be obtained by completing successfully a two- or three-year sequence, depending upon qualification, of summer courses in the Commercial Vocational Summer programme.

The holder of the certificate is entitled to teach for five years after completion of the third summer course. The certificate may be made permanent by a satisfactory record of teaching and completion within five years of half the credits toward an acceptable university degree.

(3) The Interim Specialist certificate in Accountancy, Data Processing, Marketing or Secretarial.

This certificate may be obtained by completing an additional five subjects beyond the Intermediate certificate requirements through summer sessions.

The Specialist certificate in Accountancy, Data Processing, Marketing or Secretarial may be obtained during the Winter Session at The College of Education.

Any Department of Education certificate, when first awarded, is an interim certificate made permanent after a period of successful teaching as defined in regulations of the Department.

4. EXTENSION OF JURISDICTION OF ONTARIO BASIC TEACHING CERTIFICATES—ELEMENTARY AND SECONDARY

The Holder of a Permanent Elementary School Teacher's certificate, Standard 4, may, upon accepting a contract from a board to teach in the grades of a secondary school, be granted an Interim High School Assistant's certificate, Type B.

The holder of a Permanent High School Assistant's certificate may, upon accepting a contract from a board to teach in the grades of an elementary school, be granted an Interim Elementary School Teacher's certificate, Standard 4.

5. COMMITTEE ON ADVANCED STANDING

The Committee on Advanced Standing gives rulings on academic standing to candidates who are seeking endorsement of the High School Assistant's certificate, or who are applying for admission to a course leading to a High School Assistant's certificate, Type A. Candidates for endorsement, or Type A admission may apply to this office for approval of university courses to be used for credits toward completing academic requirements.

Written enquiries should be addressed to the Director, Committee on Advanced Standing, The College of Education, 371 Bloor Street West, Toronto 5.

6. LETTER OF STANDING, SECONDARY SCHOOL

A Letter of Standing which entitles the holder to teach in an Ontario secondary school for one year will be granted by the Minister of Education to a university graduate from any part of the world who can meet the following conditions:

(*a*) that his university transcripts indicate that the holder has met the academic requirements applicable to Ontario graduates;

(*b*) that his professional training fulfils the requirements of the Ontario Department of Education;

(*c*) that a candidate from outside Canada may be required to meet the Special Committee in the Department of Education;

(*d*) that he is either a Canadian citizen or a British subject with Landed Immigrant status, or is able to produce evidence that he has filed with a Canadian Court of Citizenship a Declaration of Intention to become a Canadian citizen.

An application for a Letter of Standing must be forwarded to: The Registrar, Ontario Department of Education, 44 Eglinton Avenue West, Toronto 12.

On the statement of the Principal that the candidate has taught successfully for one year under the authority of a Letter of Standing, he may be recommended by the Inspector concerned for the Interim High School Assistant's certificate, Type B.

7. ATTENDANCE, MEDICAL, AND LANGUAGE REGULATIONS

Regular attendance on the part of candidates for provincial certificates is indispensable, except for such as are exempt from attendance under the regulations of the Department of Education, and for such as are permitted by the Dean to act, after Christmas, for not more than a total of one week, as occasional teachers in the schools of Ontario.

Students who are unduly deficient in scholarship, or whose attendance or progress is unsatisfactory, may be refused admission or dismissed from attendance by the Council of the College at any time during the session.

Any applicant may be required to submit evidence of facility in English. One of the following is acceptable:

(*a*) Standing in English composition in the Ontario Grade XIII Certificate, or other certificates recognized by the University of Toronto as equivalent.

(*b*) The Certificate of Proficiency in English issued by the Universities of Cambridge or Michigan, or satisfactory achievement in the University of Michigan English Language Test. (Details regarding the foregoing

may be secured from the Admissions Department, University of Toronto.)

The University is prepared to consider other evidence that may be submitted to the Registrar of the University for evaluation.

On the Dean's report to the Minister of Education as to the physical unfitness of a student for training for a provincial certificate as a teacher, the Minister may require a special medical examination of such student and, as a result thereof, may direct that he be dismissed from attendance.

8. FEES

For the High School Assistants' Course, Type B, and Vocational and Industrial Arts Courses of the Winter Session.

Academic Fee	Incidental Fees	Total Fee (if paid in one instalment)	First Term Instalment due Oct. 1	Second Term Instalment due Jan. 20
		Men		
$200	$53	$253	$153	$103
		Women		
$200	$28	$228	$128	$103

NOTES:

The Academic Fee (which includes the examination and University Library fees) and the Incidental Fees are to be paid to the UNIVERSITY OF TORONTO according to instructions on the Fees Form obtained from the Registrar.

The fee for students attending the Session after Christmas is $100 plus incidental fees.

Incidental Fees include the following fees:

For men—Hart House; Students' Administrative Council; Athletic; Health Service; and such medical examinations as may be required for admission to the College.

For women—Students' Administrative Council; Athletic; Health Service; and such medical examinations as may be required for admission to the College.

A late registration fee of $10 will be assessed against any student who registers after the last date for normal registration in his or her faculty or school.

An additional charge of $3 is made for payment of fees in two instalments.

After January 20, an additional deferred payment fee of $3 per month shall be imposed until the whole amount is paid.

There is no additional fee for the High School Assistants' course, Type A, or for a course leading to an additional certificate when taken concurrently with the High School Assistants' course, Type B.

For Supplemental Examinations:

Fee for examination in one subject of any course when repeated in a subsequent Session ..... $ 10

For Summer Courses:

Initial Eight-Week Summer Course 155

Completing Seven-Week Summer Course 80

Summer Session for Teachers with Professional Training 155

Type A Seminars, Summer Session 75

Intermediate Home Economics Summer Courses:

Intermediate, Parts I, II and III, each 50
Intermediate for graduates 75

Business and Commerce

Intermediate, Parts I and II, each 50
Specialist 50
Commercial-Vocational, each 75
Commercial examinations, per subject 10

Industrial Arts Summer Courses:

Intermediate, Parts I, II and III, each 50
Specialist, Parts I, II and III, each 50

Vocational Summer Courses:

Type B for holders of H.S.A., Type B certificates 50
Type A, Part I 50
Occupational Trades 50
Vocational and Occupational, Type B
Parts I and II, each 120

School Librarianship Summer Course:

Intermediate, Parts I and II, each 50
Specialist 75

Physical and Health Education Summer Courses:

Men, Intermediate Parts I and II, each 50

Student working with a class of boys in the University of Toronto Schools.

Men, Specialist	75
Women, Intermediate Parts I and II, each	50
Women, Specialist	80
Special Course for Teachers of Physical and Health Education for Girls	50

The incidental fees required for students in the regular session shall not be required of students in these summer sessions.

9. APPEALS AND SUPPLEMENTAL EXAMINATIONS

No candidate will be permitted to take more than twice any final examination, or part thereof, for any certificate listed in this calendar, except by permission of the Revising Board.

APPEALS. The answer papers of the final examinations of all unsuccessful candidates for provincial certificates are re-read by the examiners, and the results of the first reading reconsidered before a decision to reject is reached. Despite this fact, any unsuccessful candidate for an interim certificate may have his case considered a third time if, within two weeks after the announcement of the results, he lodges with the Council of the

College his appeal, with a statement of the grounds on which it is based, and with a fee of $10 payable to the University of Toronto. The fee will be refunded if the appeal is sustained.

10. SCHOLARSHIPS, PRIZES, BURSARIES, LOANS

As the value of an endowed scholarship or prize is dependent on the actual income of the fund, it is possible that the value of certain scholarships and prizes at the time of payment may be less than the amount stated in the calendar.

In those cases where the amount of the award is not payable from income earned on an endowed fund, payment will be dependent on the receipt of the amount of the annual award from the donor.

THE WILLIAM PAKENHAM FELLOWSHIP IN EDUCATION

The late William Pakenham bequeathed to the University of Toronto the residue of his estate to be used as the governing body of the University may direct in behalf of the activities of The College of Education.

Accordingly, a Fellowship in Education has been established for advanced work either in the University of Toronto or in some other university approved by the Senate. The Fellowship shall be awarded at such intervals and have such value (usually $2,000) as the Senate on the recommendation of the Council of The College of Education, may from time to time determine. Applicants must be residents of Ontario, holding a Bachelor's degree and a teacher's certificate valid in a Canadian province, and must submit a record of professional experience and evidence of ability to make a contribution to education in Canada as a result of further work.

An application form may be obtained from the Registrar, The College of Education.

THE HUGH W. BRYAN MEMORIAL PRIZE OF THE ONTARIO SECONDARY SCHOOL TEACHERS' FEDERATION

The Ontario Secondary School Teachers' Federation has founded an annual scholarship of the value of $100 in memory of a former President of the Federation, Dr. Hugh W. Bryan. The prize will be awarded by the Scholarship Committee of the Federation, at the close of each session and after the receipt of a report from the Council of The College of Education, to the student in regular attendance throughout the session in the High School Assistants' Course who has shown "the most outstanding qualities of scholarship, teaching ability, and character."

THE PACKENHAM MEMORIAL PRIZE

As a memorial to Dr. William Pakenham, Dean of The College of Education from 1907 to 1934, the teachers of Ontario have founded an annual Memorial Prize of the value of the interest on $1,000. The Prize will be in the form of books stamped with the Coat of Arms of the University of Toronto, and will be awarded to the student who obtains the highest standing, as reported in the annual returns of the College, in the subjects of Part I of the High School Assistants' course, Type B, and in Practice Teaching.

THE JOHN THOMAS CRAWFORD MEMORIAL SCHOLARSHIP

Mrs. J. T. Crawford has established an annual scholarship of $150 in the University of Toronto in memory of her husband, the late Professor John Thomas Crawford.

The scholarship, known as the John Thomas Crawford Memorial Scholarship, will be awarded to the candidate in the honour course in Mathematics and Physics in the University of Toronto who stands highest in the final examinations of the fourth year among those who proceed to The College of Education, University of Toronto. The Scholarship will be paid on the successful completion of the fall term of The College of Education.

If no graduate of the Mathematics and Physics course attends the College, the highest qualified candidate from the Physics and Chemistry course or from the Engineering Physics course, taken in that order, will be awarded the scholarship when other conditions are satisfied.

THE POLYMER CORPORATION SCHOLARSHIP IN SCIENCE AND/OR MATHEMATICS

The Polymer Corporation Limited of Sarnia, Ontario, has established a scholarship of $750 to increase the supply of teachers qualified to teach Science or Mathematics in secondary schools.

The applicant must be a resident of the Province of Ontario who has graduated in the past five years with a degree in Arts or Science from a Canadian university. The applicant must have Canadian citizenship or have declared intent to obtain this. Candidates must be prepared to teach Mathematics and/or Science in a secondary school in Canada upon completion of the 1967–68 regular session of The College of Education, University of Toronto. Application forms are available from the Registrar, The College of Education, 371 Bloor Street West, Toronto 5, or from the Secretary, Scholarship Committee, Polymer Corporation Limited, Sarnia, Ontario. Completed applications must be received not later than April 5, by the Secretary, Scholarship Committee, Polymer Corporation Limited.

THE CONFEDERATION LIFE ASSOCIATION SCHOLARSHIP IN MATHEMATICS OR MATHEMATICS AND PHYSICS

The Confederation Life Association has established a scholarship of $500 to attract honour graduates in Mathematics or in Mathematics and Physics into the teaching profession. The applicant must be a graduate of a Canadian university and must agree to attend the 1967–68 session of The College of Education, University of Toronto, to qualify for a Type A certificate in Mathematics or Mathematics and Physics.

Application forms are available from the Registrar, The College of Education, 371 Bloor Street West, Toronto 5, or from the Head of the Department of Mathematics or Physics at the student's university.

The completed application forms must be received by the Registrar, The College of Education, University of Toronto, before April 5.

THE LAURA L. OCKLEY SCHOLARSHIP IN HOME ECONOMICS

Former students of Miss Laura M. Ockley, who was in charge of the training of Home Economics teachers in the University of Toronto from 1912 to 1943, have founded in her honour an annual scholarship of the value of $100. This scholarship will be awarded at the close of the session to a student in regular attendance in the High School Assistants' course, Type A, in Home Economics, or in the Intermediate Home Economics course, who has shown the most outstanding qualities of "scholarship and teaching ability in Home Economics and leadership in human relations." Awards over a period of years will be made to students of the High School Assistants' courses, Type A, in Home Economics, and of the Intermediate Home Economics course in proportion to the registration in these courses during that period.

ZONTA BURSARY—THE NELLIE LYLE PATTINSON AWARD

The Zonta Club of Toronto offers an annual bursary of $200 to a student registered in Home Economics in a teacher training institution. The award will be made not later than January 1 to an applicant who shows reasonable evidence of need, standing as a superior student and potential ability as a teacher.

ZONTA LOANS—Loans up to $250 are available to women students who show reasonable evidence of need. Application should be made to Dr. Mary Thornhill, 715 Danforth Ave., Toronto.

THE ANNE W. CAMERON MEMORIAL AWARD

The Home Economics Section, Ontario Educational Association, has established scholarships in memory of the late Miss Anne W. Cameron,

Inspector of Home Economics, Ontario Department of Education, as follows:

An award of $200 annually to a graduate from an Honour Course in Home Economics in an Ontario university who attends The College of Education, University of Toronto, to obtain a High School Assistant's Certificate, Type A, Home Economics.

An award of $100 annually to a student enrolled at either The College of Education, University of Toronto, or the Toronto Teachers' College in a course leading to the Intermediate Certificate in Home Economics. These awards will be made on the basis of scholastic achievement prior to entrance to a teacher training institution. Applications, including a transcript of the college record, should be sent to the permanent chairman, Anne Cameron Memorial Award, Miss Marion Penhale, George Harvey Secondary School, 1700 Keele Street, Toronto.

ONTARIO COLLEGES OF EDUCATION FELLOWSHIPS

Province of Ontario fellowships in the amount of $500 are available to full-time students in the High School Assistants and Technical and Industrial Arts Departments who are candidates for Department of Education certificates. No application for the fellowship is necessary.

CANADA STUDENT LOANS PLAN

This Plan, instituted by the Federal Government in 1964, was introduced to provide loans to supplement the resources of a student and/or the parents where, in the absence of such aid, a student would be unable to pursue a post-secondary education. A student should apply for a loan under this Plan for only the funds needed, over and above those from his own resources and/or those of his family, to enable him to continue his studies. The institution to which application is made will determine the amount of loan required in each case.

Borrowers under this Plan are required to repay principal and to pay interest, but no payments are required so long as the student is in full-time attendance at an eligible institution and for six months thereafter. Interest charges during this period are paid by the Federal Government who also guarantees the loan principal. After the interest-free period, repayment of principal and simple interest charges at 5¾% on the outstanding balance are required in regular monthly payments to the bank from the borrower. The maximum amount which may be advanced under this Plan to one student is $1,000 in one year (ending June 30). The maximum total indebtedness under this Plan is $5,000.

Application should be made in the first instance to the Registrar, The College of Education. When a loan is approved, the institution

will issue a Certificate of Eligibility which authorizes the student to make arrangements for the loan with any branch of any chartered bank in Canada.

11. STUDENT AFFAIRS

Students' Council

The members of the student body of The College of Education are drawn from most of the colleges and universities located across Canada. In addition, many students derive from American or European seats of higher learning.

This diversity of student background, together with the fact that the students are brought together for only a one-year course, renders difficult an effective co-ordination of student life at the College.

Student activities and hence student morale are influenced greatly by the industrious Students' Council of the College. The Council's functions embrace many facets of life about the College—social, dramatic, journalistic, and extra-curricular.

Of prime importance, too, is the fact that the Council participates actively in policy-making. Several of its members represent the voice of the student body in the regular meetings of the Staff-Student Committee.

The Staff-Student Committee

Approximately twice a month, informal meetings of the Staff-Student Committee are held. The student representatives are chosen by the Student Council of the College and staff members are appointed by the Dean.

The Committee may discuss any matter concerning the student's programme or welfare and submit recommendations to the Dean.

COURSE FOR THE HIGH SCHOOL ASSISTANT'S CERTIFICATE, TYPE B, WINTER SESSION

12. ADMISSION REQUIREMENTS

Except as provided below, an applicant for admission to the course for an Interim High School Assistant's certificate, Type B, shall make application not later than August 31, to the Registrar of The College of Education on an official form to be obtained from the Registrar, and must submit with this application:

A certificate of birth. (If not born in Canada, a certificate from a competent authority that he is a Canadian citizen, or a British subject with Landed Immigrant status, or has filed a Declaration of Intention to become a Canadian citizen. An applicant must be at least 20 years of age before October 1 of the year in which he applies for admission.)

His transcript in duplicate and certificate of graduation as Bachelor or Master of Arts, Bachelor or Master of Science, Bachelor of Commerce, Bachelor of Applied Science, Bachelor of Household Science, Bachelor of Music, or Bachelor of Physical and Health Education, or other acceptable degree from a university, after a regular university course, approved as to admission requirements and as to content of the undergraduate courses.

The following qualifications will be required:

(*a*) The degree programme must include at least 45 credits in Arts, Science, or Commerce subsequent to Grade XIII (or equivalent). A credit is defined as one lecture hour a week throughout the academic year in a regular university course beyond the Grade XIII (or equivalent) standard. Two laboratory hours throughout the year also constitute a credit. Not more than two credits are allowed for a laboratory course.

(*b*) To elect an option the candidate must support his choice with at least 2 courses (6 credits) in the subject field forming part of the 45 credits, except in the case of (*d*) (ii), (iv), (v), and (vi) below.

(*c*) (i) the candidate must choose *one* option from:

English, Français, French, Geography, History, Latin, Mathematics, or Science.

(ii) notwithstanding (i) a double option may be taken in Business and Commerce.

(*d*) the candidate may choose as his second option:

(i) a second option from (*c*) (i) or German, Greek, Italian, Russian, Spanish, or

Students in the Art Department, The College of Education.

(ii) one of the following for which notwithstanding (*b*), no previous university background is required:

Business and Commerce, Elementary School, Industrial Arts, School Librarianship, Physical and Health Education, Theatre Arts, or

(iii) one of Art, Music (Instrumental or Vocal), provided that the candidate has 6 university credits or background which the Dean considers satisfactory for admission, or

(iv) one of the following, provided that the candidate has at least 9 credits: Economics, Geology, Political Science, or Psychology and Sociology, or

(v) Home Economics may be chosen as the second option by candidates possessing a variety of background. See Section 20.

(vi) By permission of the Dean, Guidance may be chosen as a second option with the understanding that the Elementary certificate in Guidance will be granted only after completion of two years of successful teaching, the second year of which must have included successful guidance experience, as attested to by the inspector concerned.

This option will be restricted to those who have some background of university courses in Psychology, Sociology and related fields, or successful previous experience in business and industry, counselling, personnel or social work.

ADMISSION OF FOREIGN STUDENTS

Foreign students and others *who are not candidates for a certificate of the Ontario Department of Education* must comply with such conditions

of admission as the Council of the Ontario College of Education may determine.

13. PRE-COLLEGE OBSERVATION PERIOD

All those who intend to become students in the Winter Session of The College of Education are strongly advised to apply to the principal of a convenient secondary school for permission to spend a period of observation of school organization, daily routine and teaching techniques at the secondary school level. This period of a few days' duration prior to the opening of the College term is of genuine value to prospective teachers in acquainting them with problems of administration, instruction and orientation at the beginning of the school year.

14. PROGRAMME OF STUDIES, WINTER SESSION

The course of training leading to the High School Assistant's certificate, Type B, consists of two parts as follows:

PART I: Professional courses, including History and Philosophy of Education, Educational Psychology, and Administration and Professional Practice.

Courses in the curriculum, principles and procedures of teaching *two* of the following:

(*a*) English
Français
French
Geography
History
Latin
Mathematics
Science

(*b*) The second option may be one of those already named in (*a*) above or one option selected from:

Art
Business and Commerce
Economics
Elementary School
Geology
German
Greek
Guidance
Home Economics

Italian
Industrial Arts
Music
Physical and Health Education
Political Science
Psychology and Sociology
Russian
School Librarianship
Spanish
Theatre Arts

(*c*) Notwithstanding (*a*) and (*b*) both options may be taken in Business and Commerce.

(*d*) Part II of the Intermediate Course in Physical and Health Education or the Specialist Course in Physical and Health Education may be taken as a third option under conditions outlined in Section 21.

(*e*) With permission of the Dean or Council of The College of Education, a student may take a third option from those already named, or a graduate or undergraduate course related to one of his other two options in another division of the university provided that suitable arrangements can be made with the university departments concerned. A candidate permitted to take a university course must register in the appropriate Faculty or School as a Special Student and will become subject to the regulations and standards of the Faculty or School for admission to and successful completion of his course. Tuition fees of candidates permitted to take university courses as Special Students will be paid by The College of Education. Dates for final registration at the University of Toronto are: Faculty of Arts and Science, September 1; School of Graduate Studies, Department of Extension, August 5, 1967.

(*f*) Candidates for High School Assistants' certificates, Type A, in selecting their subjects from those listed above, must include the corresponding subject or subjects of the High School Assistants' Course, Type B.

(*g*) German, Spanish, Greek, Russian and Italian may be chosen only by candidates for the High School Assistants' certificates, Type A, except by permission of the Dean.

(*h*) Candidates should not choose French unless they have oral proficiency in the language, and have a thorough knowledge of phonetics, French grammar, and syntax.

(*i*) Candidates should not choose Français unless it is their native language. Français is a subject in schools for French-speaking pupils where French is the language of instruction in a number of subjects.

(*j*) Candidates for the High School Assistant's certificate, Type A, in Political Science and Economics may choose both of these subjects of the High School Assistants' course, Type B, provided that they choose a third subject from the subjects listed in (*a*).

PART II: Observation and Practice Teaching.

Students will be required to attend provincial schools for Observation and Practice Teaching for nine or ten weeks during the session. Students who are absent from regular practice teaching weeks may be required to do make-up assignments later in the session.

15. STANDARDS FOR RECOMMENDATION OF INTERIM CERTIFICATES

The final standing of students will be determined by the combined results of term work and of the final examinations in the subjects of Part I, and by the record of Observation and Practice Teaching of Part II. If the candidate's examination papers show that his academic knowledge is unsatisfactory, he may be failed on this ground alone.

A student who obtains 50% of the marks in each of the required subjects of Part I and an average mark of 50% in each of the divisions of Part II may, on the recommendation of the Council of the College, be awarded by the Minister of Education an Interim High School Assistant's certificate, Type B.

A student who passes in Part II and fails in not more than two of the required subjects of Part I, of which only one may be a course in the principles and procedures of teaching, will be exempted from further attendance. All other students who have failed to obtain the necessary final standing will be required to attend another regular session, or a regular session from January to May or the two special summer courses leading to the Interim High School Assistant's certificate, Type B.

16. SUPPLEMENTAL EXAMINATIONS

Candidates who failed at an examination under former regulations and were exempted from subsequent attendance at The College of Education will take, not later than a date determined in each case by the Minister of Education, the final examination papers as prescribed herein, but their standing will be determined in the subjects as constituted under the regulations when they first wrote.

Candidates exempt from attendance may write their supplemental examinations:

(*a*) in May at The College of Education, Toronto, or at one of the Provincial Teachers' Colleges outside of Toronto or, in the case of

candidates who live in Provincial Districts, at approved local centres where inspectors of schools are available as presiding officers. Application for written examinations must be made by January 31. This regulation applies to both Type B and Type A candidates;

(*b*) in August at The College of Education at the end of the Completing Seven-Week Summer Session. Application must be made by June 26;

(*c*) in August at the centre where the Six-Week Summer Session for Teachers with Professional Training is held. Application must be made by June 26;

(*d*) in August at the end of the Completing Seven-Week Summer Session or the Six-Week Summer Course for Teachers with Professional Training after attendance in a subject of the course. Application for admission to one subject of a summer course must be made by June 26.

Type A candidates exempt from attendance will take their supplemental practical tests at The College of Education, Toronto, or in special cases, at local centres under the supervision of the visiting provincial inspector. The conditions that determine these cases may be learned from the Registrar of The College of Education on application at the beginning of the session. Application for practical tests must be made by December 31.

Should a student fail a second time in either or both of his supplemental examinations, he may be admitted to the Completing Seven-Week Summer Course in a subsequent year with the same options, or to the Summer Course for Teachers with Professional Training in a subsequent year, choosing different options if he so wishes, or he may be asked to withdraw from teaching altogether at the direction of the Revising Board.

COURSES FOR THE INTERIM HIGH SCHOOL ASSISTANTS' CERTIFICATES, TYPE A, WINTER SESSION

17. CONDITIONS OF ADMISSION

Applicants for admission to a course for the High School Assistant's certificate, Type A, shall be applicants for admission to the course for the High School Assistant's certificate, Type B. No candidate will be awarded a High School Assistant's certificate, Type A, *before* he has been awarded a High School Assistant's certificate, Type B.

A candidate for a High School Assistant's certificate, Type A, shall comply with the conditions for admission prescribed in Department of Education Circular 649.

ACADEMIC REQUIREMENTS FOR COURSES LEADING TO TYPE A CERTIFICATES

Commencing July 1, 1969, Type A agreements between the Department of Education and the universities will terminate. After that date, all candidates for Type A courses will be admitted on the basis of transcripts evaluated by the Committee on Advanced Standing in accordance with the provisions of Department of Education Circular 649. It should be observed that this change in procedure will not affect students who enrolled in Ontario universities in September, 1965; it will affect those who enrolled in or after September, 1966.

18. COURSES

Courses will be offered for Interim High School Assistants' certificates, Type A, in:

Art
Biology
Chemistry
Classics
Economics
English
English and Drama
English and French
English and German
English and History
English and Latin
English and Russian
English and Spanish

Français
French
French and German
French and Italian
French and Russian
French and Spanish
Geography
Geography and Geology
Geology
History
Home Economics
Italian and Latin
Latin
Latin and French
Mathematics
Mathematics and Physics
Music
Physics
Political Science
Political Science and Economics
Physical and Health Education
Psychology
Psychology and Sociology
Science
Sociology
Spanish and Latin

A course leading to a Specialist Certificate in Business and Commerce subjects is also offered.

19. STANDARDS FOR RECOMMENDATION OF TYPE A CERTIFICATES

Subject to the condition that no student may be awarded a High School Assistant's certificate, Type A, who does not already hold or is not also awarded a High School Assistant's certificate, Type B, the final standing of students in attendance in the High School Assistants' courses, Type A, will be determined by the records of the practice teaching in the department or subject concerned, and by the combined results of the term work and the final examinations in the same department or subject.

On the recommendation of the Council of the College, the Minister of Education may grant the High School Assistants' certificates, Type A, referred to in Section 18, to students in attendance who have fulfilled the conditions of the course for the High School Assistant's certificate, Type B, and in their High School Assistants' course, Type A, have obtained 66% in the final examinations (including sessional records) and 66% of the marks assigned to the practice teaching.

COURSES FOR ADDITIONAL CERTIFICATES

20. COURSES

Students in the High School Assistant's course, Type B, may take a course leading to one of the following certificates as part of the Type B course or in addition to the Type B course:

(1) Accountancy, Secretarial, Marketing or Data Processing (Parts I and II of the Intermediate certificates)

(2) Art (Part I of the Intermediate certificate in Art)

(3) Elementary School (The Elementary School Teacher's certificate)

(4) Guidance (Elementary certificate in Guidance)

(5) Home Economics (Part I of the Intermediate certificate in Home Economics)

(6) Home Economics (Intermediate certificate in Home Economics)

(7) Industrial Arts (Part I of the Intermediate certificate in Industrial Arts)

(8) Music (Part I of the Intermediate certificate in Vocal Music)

(9) Music (Part I of the Intermediate certificate in Instrumental Music)

(10) Physical and Health Education (Part I of the Intermediate certificate in Physical and Health Education)

(11) Physical and Health Education (Part II of the Intermediate certificate in Physical and Health Education)

(12) Physical and Health Education (Specialist certificate in Physical and Health Education)

(13) School Librarianship (Part I of the Intermediate certificate in School Librarianship)

(14) Theatre Arts (Theatre Arts certificate)

NOTES:

(*a*) Students taking the High School Assistants' courses, Type A, in Physical and Health Education, Art, Vocal Music, Instrumental Music, or Home Economics must take Part I of the Intermediate course, or in the case of Home Economics, the Intermediate course as an optional subject in the Type B course.

(*b*) In Physical and Health Education, students who meet the admission requirements may become candidates for the Intermediate Part II of the certificate or for the Specialist certificate.

The admission requirement for the Intermediate Part II course is a minimum of two undergraduate courses in Physical Education and related subjects.

The admission requirements for the Specialist course is a minimum of 24 undergraduate credits in Physical and Health Education and related subjects of which a minimum of 6 credits must be in biological sciences; a minimum of 3 credits must be in social sciences and a minimum of 15 credits must be in Physical and Health Education theory and practice (exclusive of methods courses). Courses leading to Part II of the Intermediate certificate and to the Specialist certificate will be taken as a third option *in addition to* the course leading to the Interim High School Assistant's certificate, Type B. To be eligible, a student must also select the Physical and Health Education option leading to Part I of the Intermediate certificate as one of the methods options.

Following successful completion of Part II of the Intermediate certificate, a candidate may proceed to the Specialist qualification in summer sessions but not in the summer immediately following a regular winter session.

The course leading to either Part II of the Intermediate certificate or to the Specialist certificate in Physical and Health Education will be offered only if a sufficient number of applications are received to warrant inclusion of these courses in the programme.

(*c*) A candidate who selects Vocal Music as an optional subject of the High School Assistants' course, Type B, may, with the approval of the instructor, choose Instrumental Music as a supplementary course.

Admission to the Intermediate Instrumental Music course will be restricted to candidates for Part I of the Intermediate Vocal Music certificate.

(*d*) A candidate who selects Business and Commerce as an option requires no previous training. Instruction is given to beginners in typing, bookkeeping, shorthand, marketing and data processing. The beginners' course is open to anyone not taking a Type A course.

Business and Commerce students must select either the work of the Intermediate Accountancy, the Intermediate Secretarial, the Intermediate Marketing or the Intermediate Data Processing course.

A candidate who selects Part I of the Intermediate Accountancy, Secretarial, Marketing or Data Processing course may take one other option and will be required to attend one additional summer to qualify for the teaching of Business and Commerce subjects. A candidate who selects Parts I and II will not be required to attend summer school to qualify.

(*e*) Admission to the course for the Intermediate Home Economics certificate is restricted to students who submit evidence of graduation

with a standing not lower than 60% in the Home Economics of the final year from a University programme with at least five approved courses in Home Economics.

A candidate with fewer than five courses in Home Economics may choose this option and complete requirements for the Intermediate certificate in Home Economics according to the following schedule:

University Background (courses)	Credits	Certificate Received (in addition to Interim H.S.A. Type B)	Eligible to Teach Grades	No. of Additional summer courses required for Home Economics certificate
0, 1 or 2	0, 3 or 6	Pt. I. Intermed. Home Economics	9, 10	3
3	9	Pt. I and II, Intermed. Home Economics	9, 10	2
4	12	Pt. I, II, III, Intermed. Home Economics	9, 10, 11	1
5	15	Intermed. Home Economics	9, 10, 11, 12	0

(*f*) Course for Part I of the Intermediate School Librarianship certificate. Part II may not be taken in the Summer immediately following a regular winter session.

21. STANDARDS FOR THE RECOMMENDATION OF ADDITIONAL CERTIFICATES

On the recommendation of the Council of the College, the Minister of Education may grant Part I of an Intermediate certificate in Art, Business and Commerce Subjects, Physical and Health Education, Vocal Music, Instrumental Music, School Librarianship, or Industrial Arts, or an Intermediate certificate in Home Economics, or a certificate in Theatre Arts, or an Elementary certificate in Guidance, as the case may be, to a student in the course for a High School Assistant's certificate, Type B, provided that the said student is awarded a High School Assistant's certificate, Type B, and obtains a minimum of 50% of the marks assigned to Practice Teaching and a minimum of 50% of the marks assigned to each subject of the written examinations and practical tests.

On recommendation of the Council of the College, the Minister of Education may grant Part II of the Intermediate certificate in Physical and Health Education to a student who achieves the above stated standard for Part I of the Intermediate certificate and who obtains 50% of the

marks assigned to the written examinations and practical tests of the course leading to Part II of the Intermediate certificate; and may grant the Specialist certificate to a student who achieves the above stated standard for Part I of the Intermediate certificate and who obtains 66% of the marks assigned to practice teaching in the subject and 66% of the marks assigned to written examinations and practical tests of the course leading to the Specialist certificate.

Candidates who are exempted by medical certificate from the course in swimming and candidates who have failed to obtain pass standing in the course in swimming may be awarded Part I of the Intermediate Physical and Health Education certificate endorsed "not including swimming".

On the recommendation of the Council of the College, the Minister of Education may permit candidates in the courses indicated below who have been awarded High School Assistants' certificates, Type B, and have obtained 50% of the marks assigned to Practice Teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the conditions stated below.

(*a*) In Physical and Health Education or Industrial Arts or Home Economics or Guidance, candidates who fail in the written examinations, but pass in all the subjects of the practical tests or term work in the case of Home Economics and Guidance, may complete their standing by passing in the written examination at a subsequent date without further attendance; candidates who pass in the written examination but fail in one or more of the subjects of the practical tests may complete their standing by completing successfully a subsequent Summer Session under conditions to be determined by the Principal of the Summer School or by arrangement with The College of Education. All other candidates who fail shall repeat the course for standing or certificate.

(*b*) In Art or Vocal Music or Instrumental Music or School Librarianship or Theatre Arts, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests such candidates must try the tests conducted at the Summer School or by arrangement with The College of Education. All other candidates who fail shall repeat the course for standing.

(*c*) In the Business and Commerce course, candidates will be allowed credit towards Parts I and II of the Intermediate certificate in the subject or subjects in which they are successful but to meet the requirements of the High School Assistants' Course, Type B, as far as the principles and procedures of teaching Business and Commerce subjects as an optional subject or subjects is concerned, they must pass on the average of the three methods subjects taken.

When the double Business and Commerce option is chosen by a candidate for the High School Assistant's certificate, Type B, he must pass all the practical tests and written examinations of the Part I subjects and in Practice Teaching before he will be awarded a Type B certificate.

COURSES FOR THE HIGH SCHOOL ASSISTANTS' CERTIFICATES, TYPE A, IN ART, MUSIC, PHYSICAL AND HEALTH EDUCATION AND SPECIALIST CERTIFICATES IN BUSINESS AND COMMERCE

22. CONDITIONS OF ADMISSION

ART

Admission to the High School Assistants' course Type A, in Art as well as Part I of the Intermediate course in Art will be granted to students who hold the degree of Bachelor of Arts obtained in the honour course in Fine Art or in Art and Archaeology of the University of Toronto with a final standing not lower than 66%, or equivalent.

MUSIC

Admission to the High School Assistants' course, Type A, in Vocal Music will be granted to students who hold either the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Music or the Bachelor of Music degree of the University of Toronto obtained in the course in Music Education, with a standing of at least 60%, or who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the degree of Bachelor of Music of the University of Toronto obtained in the Course in General Music, or who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the teacher's or performer's diploma of the Royal Conservatory of Music of Toronto, or the Special Music certificate of Queen's University, or the Associate (teacher's) diploma of the Western Ontario Conservatory of Music, or the Diploma of Music Graduate in Pedagogy of the University of Western Ontario. Candidates who hold the University of Western Ontario Bachelor of Arts degree with honours in Music Education (with a standing of at least 60%) will be admitted to the Type A course in Instrumental and Vocal Music.

Admission to the High School Assistants' course, Type A, in Instrumental Music will be granted to students who hold the Bachelor of Music Degree of the University of Toronto obtained in the course in School Music.

Applications from candidates with equivalent qualifications will be considered.

PHYSICAL AND HEALTH EDUCATION

Admission to the High School Assistants' course, Type A, in Physical and Health Education as well as Part I of the Intermediate course in Physical and Health Education will be granted to students who hold the degree of Bachelor of Physical and Health Education of the University of Toronto with a final standing not lower than 60%, or who are otherwise qualified to enter the High School Assistants' course, Type B, and who hold the degree of Bachelor of Physical and Health Education of Queen's University with a final standing not lower than 60%, or who hold the degree of Bachelor of Arts of the University of Western Ontario obtained in the honour course in Physical Health and Recreation Education, with a final standing not lower than 60% or who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the degree of Bachelor of Physical Education of McMaster University with a final standing not lower than 60% or who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the degree of Bachelor of Physical Education of the University of Waterloo with a final standing not lower than 66%. Applications will be considered from candidates holding Physical Education degrees from universities other than those mentioned above.

Secondary school superintendents and principals in session at the Winter Seminar in School Administration.

Admission to the course leading to the Accountancy Specialist certificate will be granted to students who hold the degree of Bachelor of Commerce from an Ontario University, or an equivalent degree from another province or country, with a standing of at least 60% and who are otherwise qualified to enter the High School Assistants' course, Type B. The student will later be required to try a supplemental examination in any of the required subjects in which he has obtained less than 66%. The required subjects are the university equivalents of: Bookkeeping, Accounting I, Accounting II, Business Law (or Business Finance) Business Machines, Economic Principles and one of Business Arithmetic, Office Practice, Business Organization and Management and Business Finance (or Business Law).

Admission to the course leading to the Secretarial Specialist certificate will be granted to students who hold the degree of Bachelor of Arts in Secretarial Science from an Ontario university or an equivalent degree with a standing of at least 60% and who are otherwise qualified to enter the High School Assistants' course, Type B. The student will later be required to try a supplemental in any of the required subjects in which he has obtained less than 66%. The required subjects are the university equivalents of: Typewriting, Shorthand Theory, Shorthand Practice, Office Practice, and Secretarial I and II and one of Business Correspondence, Business Machines, Business Arithmetic and Business Organization and Management.

Admission to the course leading to the Marketing Specialist certificate in Commercial subjects will be granted to students who hold the degree of Bachelor of Business Administration from an Ontario University or an equivalent degree with a standing of at least 60% and who are otherwise qualified to enter the High School Assistant's course, Type B. The candidate will be required to try a supplemental in any of the required subjects in which he has obtained less than 66%. The required subjects are: Bookkeeping, Retail Merchandising, Business Organization and Management, Economics, Marketing Principles and one additional Marketing course, and one of Business Machines, Business Arithmetic, Business Finance and Business Law.

Admission to the course leading to the Data Processing Specialist certificate in Commercial subjects will be granted to students who hold a Bachelor of Arts or equivalent degree with a standing of 66% and who have taken university courses in the required subjects or who can qualify by tests on these subjects. The required subjects are: Bookkeeping, Principles of Punched Card Data Processing, Principles of Electronic Data Processing, Advanced Computer Programming and Business Data Processing Systems.

COURSE FOR ELEMENTARY SCHOOL TEACHER'S CERTIFICATE

23.

Basic Information

Students who select the course for the Elementary School Teacher's certificate as one option in their College programme may, if successful, qualify as teachers in Ontario elementary schools as well as secondary schools.

Conditions of Admission

Applicants for admission to the course for the Elementary School Teacher's certificate or to the supplemental examinations of the said certificate shall comply with the conditions of admission and attendance prescribed for candidates for the Interim High School Assistant's certificate, Type B. No candidate will be awarded an Interim Elementary School Teacher's certificate before he is awarded an Interim High School Assistants' certificate, Type B.

Programme of Studies

It should be noted that, because the course for the Elementary School Teachers' certificate offers instruction in a group of subjects, the total lecture time per week is twelve hours. This fact should be kept in mind when students are selecting options for their College programme.

The subjects included in the Elementary School course are:

Part I: General Methods and Management; English; Mathematics; Social Studies; Science; Music; Art and Crafts; Physical and Health Education; (Students enrolled in the French Option and the Elementary School course may take a series of lectures concerned with the teaching of French in elementary schools).

Part II: Observation and Practice Teaching (at least four weeks) in elementary school classrooms of Metropolitan Toronto. Such weeks are included within the nine weeks of Observation and Practice Teaching required of all students in The College of Education.

Examinations

Subject to the condition that no student may be awarded an Elementary School Teacher's certificate who is not awarded a High School Assistant's

certificate, Type B, the final standing of the students in attendance in the course for the Elementary School Teacher's certificate will be determined by the records of the Observation and Practice Teaching and by the combined results of the sessional records and the records of the final examination in such course.

Certificates

Subject to conditions mentioned above a candidate who obtains 50% of the marks of each subject of the winter session and an average mark of 50% in Practice Teaching may, on the recommendation of the Council of the College, be awarded by the Minister of Education an Interim Elementary School teacher's certificate.

Subject to the same conditions, a candidate who passes in Observation and Practice Teaching and fails in not more than two subjects will be exempted from further attendance and may complete his course for an Elementary School Teacher's certificate by rewriting at one annual examination the examinations in the subject or subjects in which he failed.

All candidates other than those referred to above who have failed to obtain the necessary final standing will be required to attend such other sessions as the Council may prescribe.

The Regulations of the Department of Education respecting Permanent Elementary School Teachers' certificates are contained in the Department's Circular 614(a).

DETAILS OF SUBJECTS FOR COURSES LEADING TO HIGH SCHOOL ASSISTANTS' CERTIFICATES AND ADDITIONAL CERTIFICATES

24. ADMINISTRATION AND PROFESSIONAL PRACTICE

The teacher's rôle as a professional person; his responsibilities to his students, to the school, and to society; professional relationships and attitudes.

The teacher's rôle in the administrative framework of the school; the organization of educational systems, both provincial and local; powers and duties of the various educational authorities; the Education Acts and Regulations of the Province of Ontario.

Special reference to professional organizations, teacher certification, curriculum, types of schools, finance.

25. ART

PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

Creative pictorial expression, drawing and sketching from objects, plastic design, model-making, design and lettering, theory and history of Art, methods of teaching Art.

SEMINAR IN ART

For Type A candidates in Art.

The seminar in Art will discuss classroom methods and problems relating to the advanced grades. Special emphasis will be given to the securing, organizing and use of illustrative source material such as slides, prints and exhibitions which can be used to interpret and intensify the study of art history and art criticism; a more advanced study of the theory, history and practice of Art.

26. BUSINESS AND COMMERCE

COURSE FOR THE INTERMEDIATE CERTIFICATE

(1) Accountancy Specialist Programme

Intermediate Part I	*Intermediate Part II*
Typewriting A	Business Law or Business Finance
Typewriting B	Business Machines
Bookkeeping A	one of:
Bookkeeping B	Business Arithmetic
Bookkeeping Methods	Office Practice
Typewriting Methods	Business Organization and Management
Business Practice Methods	Business Finance or Business Law

Administration (Simcoe Hall) ... 1 (D-2)

Architecture 40 (E-1)

The College of Education 53 (A-1)

Archives—Canadiana 19 (D-3)

Banting Institute 16 (E-4)

Biology 14 (E-3)

Book Store 35 (D-2)

Convocation Hall 2 (D-2)

Edward Johnson Building 65 (B-3)

Extension Division 67 (B-4)

Graduate Studies 34 (D-2)

Hart House 23 (C-3)

Innis College 51 (C-1)

Knox College 36 (D-2)

Law Faculty 66 (B-3)

Library 20 (D-3)

Massey College 55 (B-2)

New College 52 (C-1)

Royal Ontario Museum 62 (A-3)

Sidney Smith Hall 32 (C-2)

Simcoe Hall 1 (D-2)

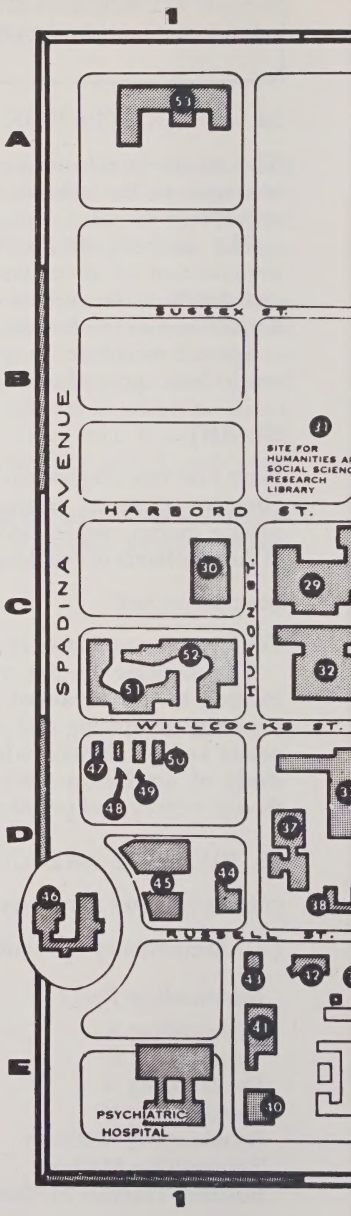
Trinity College 57 (B-3)

University College 25 (C-2)

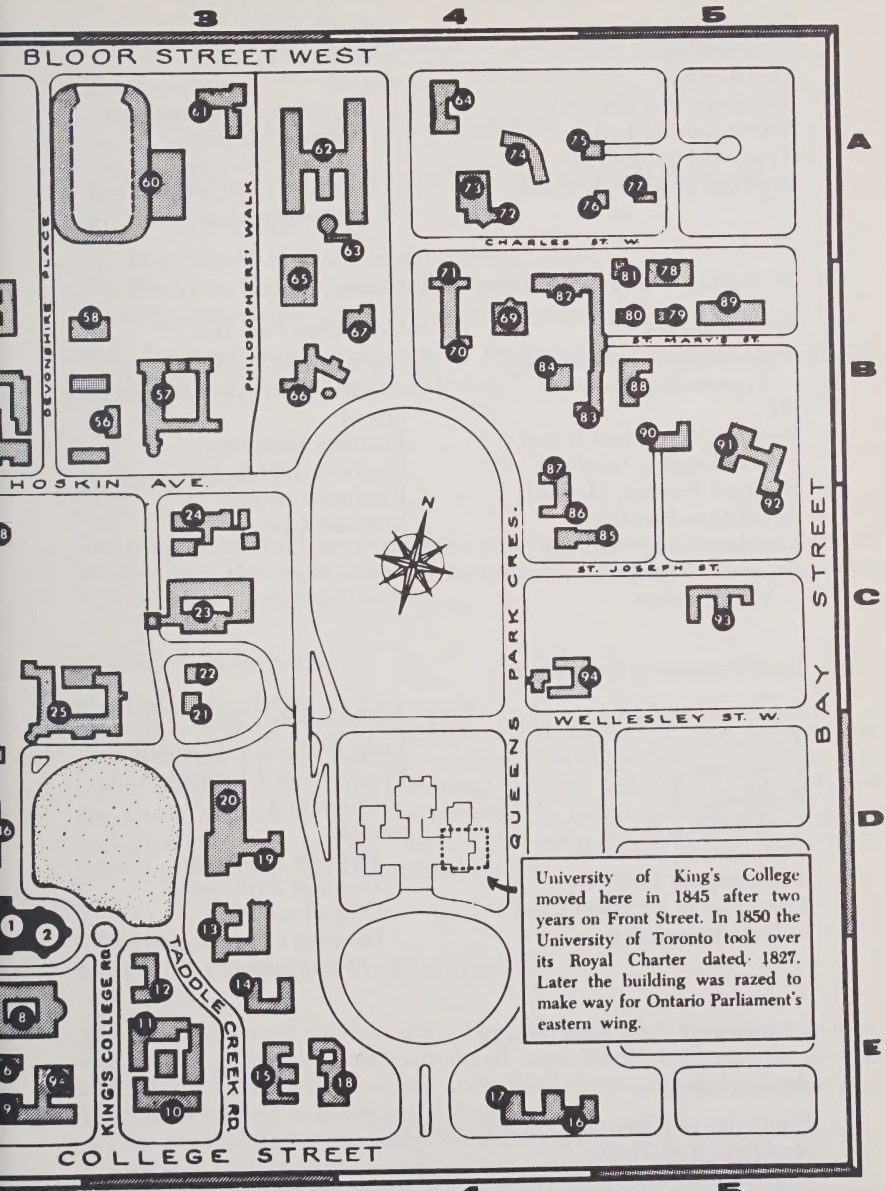
University Extension 67 (B-4)

Victoria College 69 (B-4)

The St. Ge



Campus, University of Toronto



(2) Secretarial Specialist Programme

Intermediate Part I

Typewriting A
Typewriting B
Shorthand A
Shorthand B (Theory)
Shorthand Methods
Typewriting Methods
Business Practice Methods

Intermediate Part II

Office Practice
Shorthand Practice
one of:
- Business Correspondence
- Business Machines
- Business Arithmetic
- Business Organization and Management

(3) Marketing and Merchandising Programme

Intermediate Part I

Typewriting A and B and Typewriting Methods
OR
Bookkeeping A and B and Bookkeeping Methods
Business Practice Methods
Retail Merchandising
Merchandising Methods
Business Organization and Management

Intermediate Part II

Economics of Distribution
Consumer Principles and Practices
one of:
- Business Machines
- Business Arithmetic
- Business Finance
- Business Law

(4) Data Processing Programme

Intermediate Part I

Typewriting A
Typewriting B
Bookkeeping A
Bookkeeping B
Typewriting Methods
Bookkeeping Methods
Principles of Punched Card Data Processing

Intermediate Part II

Data Processing Methods
Principles of Electronic Data Processing
one of:
- Business Machines
- Business Arithmetic
- Office Practice
- Business Organization and Management

COURSE FOR SPECIALIST CERTIFICATE

(1) *Accountancy*

Principles of Electronic Data Processing
Accounting Methods
Organization and Supervision of a Commercial Department

(2) *Secretarial*

Principles of Electronic Data Processing
Secretarial Methods
Organization and Supervision of a Commercial Department

(3) *Marketing*

Principles of Electronic Data Processing
Marketing Methods
Organization and Supervision of a Commercial Department

(4) *Data Processing*

Retail Merchandising (regular session only)
Electronic Data Processing Methods
Organization and Supervision of a Commercial Department

Note: For details of courses write to Professor A. P. Seggie, The College of Education, 371 Bloor St. W., Toronto 5.

27. ECONOMICS

The purpose of teaching Economics and its position in secondary school programmes; the organization of courses; teaching methods and special devices; examinations and testing.

SEMINAR IN ECONOMICS

For Type A candidates in Economics.
The place of Economics in the high school curriculum; the value of the subject; goals of the teacher; various suitable teaching methods; the use of graphs, charts, and individual reports; analysis and planning of the Grade XII course; resource materials in books, newspapers, business and government reports, etc.; audio-visual aids; the history of Economics; schools of economic thinking; examinations.

28. EDUCATIONAL PSYCHOLOGY

The psychology of adolescence.—The place of the adolescent in our culture; his physical, social, emotional, and intellectual growth; formal and informal means of assessing individual development in these areas; adapting schooling to individual differences.

The psychology of learning.—Introduction to the learning process; motivation; various patterns of teacher-leadership; classroom discipline; the learning of concepts and principles; identification and the acquisition

of attitudes; practice and the learning of skills; transfer of training; evaluation of educational achievement.

The psychology of adjustment.—The mental health of teacher and pupils.

29. ENGLISH

Literature: The values inherent in the study of good literature; basic approaches; various methods of presenting such literary forms as the poem, the drama, the essay, the short story, and the novel; the choosing of suitable text-books for pupils of different abilities and grades; planning the courses of study; the setting and marking of examination papers; oral and supplementary reading; problems related to the teaching of English literature.

Composition: The basic aim in teaching composition; the place and treatment of grammar, rhetoric, logic, and word study in the teaching of composition; principles to be followed in arranging courses; studying models; assigning, planning, valuing, and correcting compositions; improving the pupils' oral English; conducting class discussions; problems related to the teaching of English composition.

SEMINAR IN ENGLISH

For Type A candidates in English and, in part, English and French, English and Latin, English and German, English and Spanish, English and History, and English and Russian.

Teaching and discussion of selected topics; the English specialist; the Head of the Department; new methods; sequential programming; thematic study; comparative techniques; enrichment; acceleration; the slow learner; educational television; the new grammar; works in translation; remedial and developmental reading; advanced and general courses; mass media; creative thought; creative writing; professional development; the ungraded school; the future of English studies.

30. FRANÇAIS

Teaching of the language:

General aims and objectives; spoken language and written language; merits of various disciplines (phonetics, elocution, grammar, composition, writing, versification; "explication de textes". Programme of studies throughout the grades; organization of teaching; correlation between disciplines; integration of lessons; formal and incidental teaching; preventive and remedial teaching. Methods; techniques and procedures

(questioning, treatment of answers, teaching aids, text-books, reference materials); types of lessons; preparation and presentation of lessons; rôle of pupil participation; correction of exercises; pupils' notebooks; teaching of composition and writing; arrangement of units in a series of lessons; selection of topics; choice of models; value of imitative writing as a procedure; commercial style; planning, evaluation, correction and improvement of composition. Tests and examinations.

Teaching of "Explication de Textes":

Aims and value; selection of appropriate texts, plays, novels. Types of lessons: preparation and presentation at various levels (specific aims, elements, development, order and description of steps involved). Topics relating to the teaching of "explication de textes": teacher's inspirational rôle; pupils' participation; examinations; recording notes in notebooks; teaching of versification and of the "analyse littéraire"; memorization; supplementary reading; use of the school library; rôle of the history of French literature; school dramatics.

SEMINAR IN FRANÇAIS

For Type A candidates in Français.
The course is aimed at preparing candidates to become specialists in the teaching of French to French-speaking pupils: discussion of methods and techniques of presenting the work prescribed for study in Grades XI, XII and XIII of the current year; principles underlying the use of these methods; rôle of the specialist; organization and supervision of teaching in the various disciplines throughout the grades; teaching and discussion of illustrative topics.

31. GEOGRAPHY

Listed below are various course units in Geography designed and arranged in order to give a greater degree of flexibility in the training of geography teachers. These units are designed by course or unit numbers and have been designed to meet the demand for scholarly and professionally trained geographers (Type A candidates) and the professionally trained teachers who may teach Geography as one of several subjects (Type B candidates).

The Chairman of the Department will assign one or more of the units for each candidate's programme, recognizing the candidate's academic background, interests and aspirations. The Department uses a team approach in teaching these units and consequently two or more members of staff may be concerned with each unit. Seminar classes will be conducted for units 1 and 2.

UNIT 1

Introduction to philosophy and instructional techniques in Geography. Two weeks, Fall Term, all candidates.

UNIT 2

(*a*) *Philosophy and Curriculum Planning in Geography, Part 1.* The meaning, value, objectives, scope and purpose of Geography in education. One hour per week, Fall Term, all candidates.

(*b*) *Curriculum Planning in Geography, Part 2.*

(1) For Primary, Junior and Intermediate Grades.

(2) For Intermediate and Senior Grades.

1 hour per week winter term.

(*c*) *Curriculum Research Project* for advanced students enrolled in the type A Seminar.

UNIT 3

(*a*) Instructional Techniques and Procedures in Geography at the Intermediate and Senior Grade levels.
2 hours per week, plus seminar (1 hour).

(*b*) Instructional Techniques and Procedures for Elementary Grades.
1 hour per week in association with unit 1 (*b*), winter term.

(*c*) Instructional Techniques and Procedures Research Report and Seminar for Type A Geography candidates.
4 hours per week.

UNIT 4

Educational Measurement and Evaluation in Geography. The planning, preparing and evaluation of measurement and evaluation devices.
1 hour per week winter term.

UNIT 5

(*a*) Field Studies for Geography. Practical field work in rural and urban areas to demonstrate the philosophy value, objectives and techniques of field work in elementary and secondary schools.
Equivalent of 1 hour per week.

(*b*) Field Study Report: Type A Geography candidates.
Equivalent of 1 hour per week for one term.

32. GEOLOGY

The value and objectives of a Geology course in the Ontario Secondary School Curriculum: Four-Year programme; investigation and study of appropriate teaching methods; procedures and curriculum organization; use and value of maps, equipment, teaching aids, books and field exercises for secondary school Geology.

SEMINAR IN GEOLOGY

For Type A candidates in Geology. These candidates are advised to select Geography and Science as options in the High School Assistants' Course, Type B.

Teaching and discussion of the Geology curriculum. Development and analysis of some of the difficult topics by means of original research and subsequent reports; experimental treatment of the work; field exercises; use of texts, manuals, maps and teaching aids; measurement and evaluation; organization and timing of a course of study in Geology and Mineralogy; discussion of appropriate teaching methods and procedures.

SEMINAR IN GEOGRAPHY AND GEOLOGY

For Type A candidates in Geography and Geology. The contents and methology of the prescribed courses in Grades XI, XII and XIII. Details of the seminar are included in the prescriptions for GEOGRAPHY and GEOLOGY above.

33. GUIDANCE

A course leading to the Elementary certificate in Guidance; purposes of and current practices in guidance; philosophy of guidance; psychological, sociological and economic foundations; mental health principles; theories of career development; educational, economic and occupational trends; duties of a junior participant in the school guidance programme; field trips.

34. HISTORY

The status of History as a high school subject; its value and the aims of the teacher; the selection and organization of content for teaching; various methods of teaching and classroom techniques; the teaching of government; selections of academic work from Grades IX–XI for planning and illustrative lessons; adjustment of method for the Four-Year course and for terminal students; enrichment; standards and examinations; books and equipment.

SEMINAR IN HISTORY

For Type A candidates in History.

The philosophy of History and approaches to History teaching; interpretations of History; History as a social science and as a humanistic study; its relationship to Geography, Economics, etc.; the planning and

teaching of Grades XII–XIII History and of Grade XII Economics; selections of academic work from these courses for illustrative use; planning History courses for non-academic students; drafting and setting examinations; bias, and other problems of the History classroom; the rôle of the History specialist and of the department head; the improvement of scholarship.

35. HISTORY AND PHILOSOPHY OF EDUCATION

The nature and foundations of educational theory, including consideration of purpose and aims of education.

An historical survey of the values and practices emphasized and illustrated by outstanding educationists and teachers, including reference to prominent figures in the history of education in Ontario.

Current educational thought: contemporary aims, problems and practices in education, with particular reference to secondary education.

It should be noted that emphases to be made in this brief course, whether of an historical or philosophical nature, and the methods of its conduct, may be expected to vary according to the preference of individual instructors and to the number and the academic background of students in any one class. The general purpose nevertheless will be to help beginning high school teachers in Ontario to acquire a measure of historical perspective and philosophical insight that may enable them the more intelligently to appreciate and examine educational issues as they arise in this modern period.

36. HOME ECONOMICS

(*a*) Part I of the course for the Intermediate certificate

Principles underlying topics suggested for Grades IX and X in Curriculum I:6, Home Economics Intermediate Division, Ontario Department of Education.

Applied methods and problems.

(*b*) Course for the Intermediate certificate

The Home Economics curriculum: materials, procedures, content.

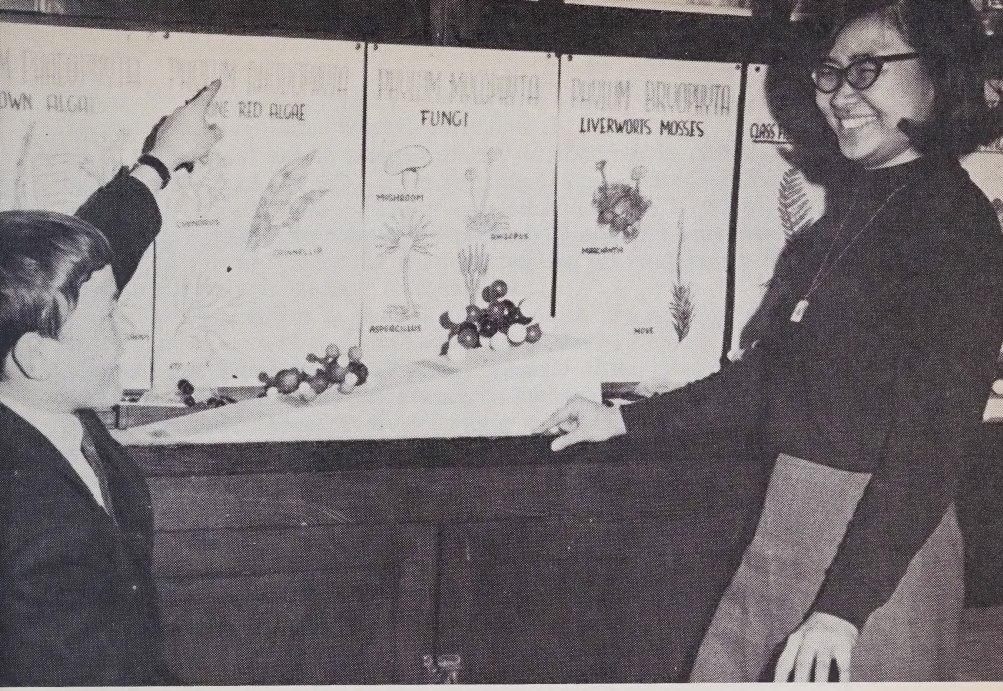
Fundamental principles, practices, and standards in home and family living.

Problems of organization; methods of teaching; aids to learning; home and classroom equipment; Departmental regulations; guidance in classroom teaching.

SEMINAR IN HOME ECONOMICS

For Type A candidates in Home Economics.

The development of Home Economics in Ontario schools. Present trends, values and aims.



Student engaged in practice teaching.

Responsibilities of the Home Economics teacher for curricular and extracurricular programmes.

Curricula: materials, procedures, content.

Teaching methods and techniques currently applied in this field.

Evaluation: objectives and materials.

The Home Economics classroom; selection, placement and care of furnishings and equipment.

Records, budgets, regulations.

37. INDUSTRIAL ARTS, PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

Problems are presented to develop creative abilities, experimentation, hand and machine skills needed in the production of useful and well-designed articles.

Part I includes theory and practice in the following: drafting; woodworking; sheet and metal work; machine shop practice; electricity; and welding. Methods of instruction, class organization of the general shop, and a philosophy of teaching are developed.

38. LATIN AND GREEK

An examination of methods in various aspects of the teaching of Latin and Greek, including: oral reading of prose (Caesar, Livy, Nepos) and poetry (Virgil, Ovid); morphology; grammar and syntax; derivation; audio-visual aids and interest devices; historical background of prescribed authors.

SEMINARS IN CLASSICS

For Type A candidates in Classics, Latin, Latin and Greek, and, in part, Latin and French, English and Latin, and Latin and Italian.

An examination of methods applicable to the prescribed courses in Grade XIII Latin and Greek authors for the current year, involving a study of adequate translation and of literary appreciation of the prescribed passages; the philosophy of Horace; the Hexameter, Elegaic, Sapphic and Alcaic metres; Latin continuous prose composition.

39. MATHEMATICS

A consideration of the place of Mathematics in elementary and secondary education: curriculum planning for Grades I to XIII; modern trends in Mathematics and implications for the elementary and secondary schools; methods of presenting topics of the school programme, Grade VII through Grade XII; the history and development of Mathematics; the foundations of Algebra and Geometry; the fundamental concepts of logic: mathematical systems; Mathematics classroom procedures and methods designed to obtain maximum student participation in the discovery and development of mathematical concepts; individual, small group, and large group participation methods; the place of visual aids in the Mathematics classroom; testing and evaluation; the Mathematics programmes of the non-academic classes; special methods in teaching terminal classes and classes of gifted pupils.

SEMINAR IN MATHEMATICS

For Type A candidates in Mathematics and, in part, Mathematics and Physics.

In general, a retracing of elementary and secondary Mathematics from an advanced point of view.

In particular, a consideration of: methods of presenting topics of the secondary school Mathematics programme at the Grade XIII level; developments in Mathematics and the implications for senior secondary school Mathematics programmes; the major experimental and trial programmes in secondary school Mathematics and their implications for

future Mathematics curriculums; organization and administration of the secondary school Mathematics department.

UNIVERSITY OF TORONTO COURSES IN MATHEMATICS

Two undergraduate courses, Mathematics 105 and Mathematics 303, are offered to provide particular mathematics background pertinent to the teaching of secondary school mathematics.

Mathematics 105 is a general survey course of contemporary mathematics and is open to students having fewer than 12 credits (4 university courses) in mathematics.

Mathematics 303 is an introduction to higher mathematics and includes a study of some secondary school mathematics topics from an advanced point of view. This course is open to students having at least 12 credits in university mathematics.

Courses 105 and 303 each carry 3 credits toward certificate upgrading.

40. MODERN LANGUAGES–FRENCH, GERMAN, SPANISH, ITALIAN, RUSSIAN

Introductory lessons; conversational work; pattern drills; comprehension techniques; the sound system; phonetic symbols; intonation exercises; audio aids; singing.

Recognition reading; graphemes; visual aids; reading as a vehicle for the extension of linguistic structures, for conversational practice, for enrichment of vocabulary; development of comprehension skills in the higher grades; intensive and extensive reading of prose and poetry; sight passages; questioning.

Writing in simple, conversational style; dictation; grammar; free composition; translation into the foreign language; detection and correction of error.

Illustration of methods; the initial presentation; the series of lessons; the review lesson.

Tests and examinations, both oral and written; validity; administration; marking.

The course stresses oral work and *requires proof of adequate fluency in the language concerned.*

SEMINAR IN MODERN LANGUAGES

For Type A candidates in Français, French, French and German, French and Spanish, French and Italian, French and Russian; and in part, Latin and French, Latin and Italian, English and French, English and German, English and Spanish, English and Russian, and Latin and Spanish.

Stress will be laid upon methods of presenting the work to be studied

in Grade XIII during the current year. Topics treated will include: teaching of advanced grammar; correction of written work; conducting of reading lessons; sight reading; supplementary reading; free composition; conversation; tests and examinations, both oral and written; dictionaries and books of reference; the rôle of the head of department.

41. MUSIC, INSTRUMENTAL

PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

Sight Singing and Ear Training:
As in Section 42.

Technical Training:
Fundamentals of tone production and basic fingering in all families of instruments; playing scales diatonic and chromatic; simple melodies; reading orchestral scores of elementary range; construction and care of all types of instruments.

Conducting:
The conducting patterns of common metres; special problems of conducting in instrumental groups.

Methods:
General principles of organization and instruction of instrumental classes; special methods of class teaching for strings, band classes, or combined groups.

NOTE: This is a practical course, with the emphasis laid on two essential points: individual mastery of instruments and methods of class teaching.

SEMINAR IN INSTRUMENTAL MUSIC

For Type A candidates in Music.

Sight Singing and Ear Training:
As in Section 42.

The Orchestra and Band:
Orchestral playing, organization and conducting; selection of music for Grades IX to XIII class study, for orchestra and bands of Secondary School calibre, and for public performance and festivals.

Conducting:
Practice in conducting school choirs, assemblies and operettas; advanced problems.

Arranging:
Transcription and arranging of selection from piano score for full orchestra or band; transposition for all instruments.

Methods:
Advanced study of topics listed in the Intermediate, Part I course.
Class instruction of instrumental classes, beginners and advanced classes, with all types of instruments.

42. MUSIC, VOCAL

PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

Sight Singing and Ear Training:
The tonic solfa system; sight reading of songs based on the theory for Grades IX and X; singing of major and minor scales (all forms); writing of simple exercises from dictation; detection of errors in the performance of unison songs.

Vocal Training and Song Material:
The adolescent voice; choral singing; practice in tone production, intonation, diction, and breath control; blending of voices in part singing; interpretation; analysis of song material for Grades IX and X.
Conducting:
The conducting patterns of common metres; special problems; attack and release, incomplete bars, expression, use of the left hand.

Rudiments of Music:
Notation (notes, rests, clefs); intervals and their inversion; metre and rhythm; scales (diatonic and chromatic); transposition; musical terms, abbreviations and ornaments; triads and their inversions; dominant seventh chords and inversions; cadences; principles of simple four-part vocal writing.

Music Appreciation:
Teaching of the topics prescribed for Grades IX and X in the Department of Education Course of Study.

Methods:
General principles of music education; analysis of the course for Grades IX and X; voice testing; teaching of rote songs, reading songs, part songs and theory; use of the piano; integration of music with other subjects; the relation of the school orchestra to the vocal programme; elementary scoring and transposition for instruments.

SEMINAR IN VOCAL MUSIC

For Type A candidates in Music.

Sight Singing and Ear Training:
Sight reading of songs based on the theory prescribed for Grade XIII; extraneous modulation; singing of major scales from any note in the scale to its octave; singing of intervals contained in the major and minor

scales (all forms); writing of exercises in two parts from dictation; recognition of diatonic and simple altered triads and seventh chords; detection of errors in the performance of more advanced part songs.

Voice Training and Song Material:
Advanced study of topics listed in Part I of the Intermediate Course through choral works; unaccompanied singing; modern theories of voice training; the teaching of special classes in voice training; selection of song, choral and operatic material for Grade XIII classes; public performances and festivals.

Conducting:
Practice in conducting school choirs, assemblies and operettas; advanced problems; changes of time signature, contrapuntal works, special effects, etc.

Music Appreciation:
Teaching of the topics prescribed for Grade XIII; the analysis of selected compositions with special attention to the prescribed works for Grade XIII; use of miniature scores; supplemental reading; evaluation of recordings for school use; use of radio in music appreciation.

Methods:
Modern theories of music education with application to all the topics listed in the prescribed course for Grade XIII.

43. PHYSICAL AND HEALTH EDUCATION

PART I OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

An introductory course in principles and practices of Physical and Health Education. Emphasis is placed on methods of teaching the physical activities and health materials outlined in the Courses of Study, Grades VII to X, of the Ontario Department of Education.

PART II OF THE COURSE FOR THE INTERMEDIATE CERTIFICATE

An introduction to the scientific bases of Physical and Health Education. The course includes methods and materials for Grades XI and XII; scientific foundations; historical development in Ontario; introduction to statistical methods; and programme planning.

COURSE FOR THE SPECIALIST CERTIFICATE

Emphasis is placed on advanced methodology for Grades XII and XIII, philosophical scientific principles, and organization and administration of all aspects of Physical and Health Education in the school situation.

SEMINAR IN PHYSICAL AND HEALTH EDUCATION

For Type A candidates in Physical and Health Education.
Material:

Survey of Materials for Grades VII to XIII.

Women—Fundamental movements, gymnastics, dance, games, swimming.

Men—Gymnastics, games, swimming, fitness activities.

Theory:

Philosophy, principles; teaching methods; lesson planning; programme planning; evaluation and grading; administration of the Physical Education department.

Health Education:
Material:

Survey of materials for Grades VII to XII.

Modern health problems and practices; safety education; healthful living, child study (women).

Methods:

Philosophy and principles: teaching methods; lesson planning; programme planning; evaluation.

44. POLITICAL SCIENCE

Aims and values of Political Science in secondary school; the prescribed course; teaching organization and methology; individual assignments; relationship to History and to current events; books, periodicals and other resource materials; examinations and evaluation.

SEMINAR IN POLITICAL SCIENCE

For Type A candidates in Political Science.
Aims of teaching Political Science at the high school level; the scope of the subject methods of teaching comparative government and politics; the choice of materials, their organization and lesson planning for the Grade XII course in World Politics; the Grade X course in Canadian government; content and method for four-year programmes; enrichment techniques for gifted students; source materials in books, paperbacks, periodicals, pamphlets, etc.; techniques of discussion and the conduct of meetings; relationship of Political Science to History and other high school subjects; testing and examinations; the qualities of a specialist, the history of Political Science as a study.

45. PSYCHOLOGY AND SOCIOLOGY

The value and objectives of the secondary school course "Man in Society"; planning; methods of presenting various areas of the course;

demonstrations and discussion of specific techniques; relationship of "Man in Society" to other secondary school subjects and to Guidance.

SEMINAR IN PSYCHOLOGY AND SOCIOLOGY

For Type A candidates in Psychology and Sociology.
The seminar concerns itself with objectives, content, and teaching methods for certain areas of the course "Man in Society"; the rôle of the specialist in the secondary school.

46. SCHOOL LIBRARIANSHIP

This course will offer basic training for those who may wish to serve as secondary school librarians. It is a preparatory course leading to the Intermediate certificate in School Librarianship. This course may not be completed in the regular College session but requires a subsequent summer session for the Intermediate certificate (Section 73).

This course will offer instruction in Technical Services (Classification and Cataloguing) as related to the school library needs with laboratory periods for practice; School Library Collection with particular attention to biography, science, and basic reference books; School Library Programme and Administration.

47. SCIENCE

An interpretation of the prescribed courses of study, Grades IX through Grade XII; the general aims and objectives of Science in the secondary school curriculum; an examination of methods applicable to the teaching of selected topics in these four grades; the preparation and presentation of varying types of lessons with emphasis on conducting laboratory classes; demonstration experiments; pupil participation; classroom discussion in relation to experiments; science notebooks; the purchase, storage, maintenance and use of equipment; the use of models, charts, slides, microscopes, and projectors; living and preserved materials in Biology.

SEMINARS IN SCIENCE

For Type A candidates in Science *or* Chemistry and Biology *or* Chemistry and Physics *or* Physics and Biology *or* Biology *or* Chemistry *or* Physics and, in part, Mathematics and Physics.

The content and methodology of the Senior Division with emphasis on selected Grade XIII topics in Biology, Chemistry, and Physics; modern trends in Science and their implications; the values and objectives of

Science in the secondary school curriculum; the organization of the Science programme; the rôle of the specialist teacher. The seminars in each of Biology, Chemistry, and Physics are conducted separately.

48. THEATRE ARTS

This course for the Theatre Arts certificate will offer instruction in the theory and practice of theatre in relation to acting, direction, production and design.

Workshops will cover practical application of voice production, movement and mime, history of the theatre, and drama in the classroom.

COURSES FOR CERTIFICATES IN TECHNICAL EDUCATION AND INDUSTRIAL ARTS

49. COURSES

The Department of Technical and Industrial Arts offers courses leading to the following certificates:
An Interim Vocational certificate, Type B, which qualifies the holder to teach a technical shop work subject for five years in a vocational or composite school.
An Interim Occupational certificate, Type B (Practical Subjects) which qualifies the holder to teach all grades and areas in which the Occupational programme is taught for five years.
An Interim Vocational certificate, Type A, valid for five years.
An Interim Intermediate certificate in Industrial Arts which qualifies the holder for five years to teach shop work in a public, separate, continuation or high school, to the end of Grade X.
An Interim Specialist certificate in Industrial Arts, required in Grades XI and XII of academic secondary schools.

50. GENERAL CONDITIONS OF ADMISSION

An applicant for admission to the courses referred to above shall make application, not later than August 31, to the Director of the Department of Technical and Industrial Arts, 371 Bloor Street West, Toronto 5, on a form to be obtained from him, and shall submit with this application, on forms also to be supplied by the Director:

A certificate of birth. If not born in Canada, a certificate from a competent authority that he is a Canadian citizen or a British subject with landed immigrant status or has filed a Declaration of Intention to become a Canadian citizen.

Age limits: For the Interim Vocational course, male applicants shall be at least 23 years of age; female applicants shall be at least 21 years of age. This is in accordance with a Departmental requirement. See the Department of Education Act, 1954, Section 11(i)(c).

For the Intermediate Industrial Arts course, applicants shall be at least 20 years of age.

For the Specialist Industrial Arts course, applicants shall be at least 23 years of age.

51. REQUIREMENTS FOR ADMISSION TO THE COURSE FOR THE INTERIM VOCATIONAL CERTIFICATE, TYPE B

To this course may be admitted Applied Science graduates (engineers) and skilled tradesmen.

Engineers. A candidate shall be the holder of a degree from the Faculty of Applied Science of a recognized university, and shall submit statements to prove not less than two years' subsequent experience in the field of his major subject.

Skilled Tradesmen, who are not engineering graduates.

Education:

Applicants are required to give evidence of a minimum academic education of Grade XII, Ontario, and/or Trade Training and Experience.

The training or apprenticeship required shall be that usually demanded for journeyman's qualifications in the trade concerned. Special training obtained in an approved day vocational school will be taken into account in considering the period of training. Applicants should submit statements from the persons or firms under whom they were trained, showing the length of the training period and the nature of the work.

The experience required shall be several years of wage-earning journeyman trade experience with approved high-grade firms, and shall be such as to show that the applicant is a skilled craftsman, competent in the main branches of the trade, and familiar with its recent developments. The length of the journeyman experience depends upon the nature of the trade. Documentary evidence of experience in the trade in approved shops shall be furnished by the applicant.

Candidates for the Interim Occupational certificate, Type B, shall furnish proof of wage-earning experience over a number of years and involving at least three trade areas. In calculating the total years of wage-earning training and/or experience, only those years subsequent to the date of the highest academic attainment used in the calculation can be credited unless the academic programme of the candidate was interrupted for a number of years during which he was engaged in such wage-earning activity.

52. REQUIREMENTS FOR ADMISSION TO THE COURSE FOR THE INTERIM VOCATIONAL CERTIFICATE, TYPE A

This course is offered to graduates of a Faculty of Applied Science or a Faculty of Architecture or graduates holding the B.Sc.N. from an approved university with at least 66% at graduation.

Each candidate shall:

(*a*) submit evidence of not less than two years of approved wage-earning experience in the field of his major subject,

(*b*) be required to take all the subjects of the course for the Type B certificate, and to obtain a grading of 66%,

(*c*) take additional courses in the organization, administration, and supervision of vocational schools, with special reference to the duties and responsibilities of the technical directors, assistant principals and principals.

53. COURSE FOR THE INTERIM VOCATIONAL CERTIFICATE, TYPE B

PROGRAMME OF STUDIES

The course leading to the Interim Vocational certificate, Type B, consists of two parts:

PART I: Educational Psychology, Administration and Professional Practice, English, History of Vocational Education, Principles of Teaching and Classroom Management. Technical Subjects: trade analysis, shop plan, equipment list, yearly budget, course of study, practical shopwork.

PART II: Observation and Practice Teaching.

54. ORGANIZATION OF COURSE

Every applicant shall be required to pass an examination designed to test his attainments as a skilled worker in the trade concerned. The examination shall be on the fundamental principles, operations, processes and skills of the trade, and shall be in two parts: written and practical. In the practical examination he shall be required to show his skill in a performance test.

In general, the course is built upon the experience of the student-teachers in the practice schools. Observation is emphasized during the early part of the session. Individual and group instruction will be increased until, in the final two weeks, the student teacher will take complete charge of the class.

During alternate weeks in the College, in addition to the programme of studies, the student teacher is given an assignment to cover his duties in the practice school for the following week. A corresponding bulletin is mailed to the teacher, who reports on the progress of the student at the completion of each week of Practice Teaching.

Where possible, student teachers are sent at first to technical departments in the smaller composite schools and later to technical schools in the larger centres. The Director and his staff visit the practice schools from time to time to assist in evaluating the students' work.

Demonstration of equipment in the Audio-Visual and Television Aids Department, The College of Education.

DETAILS OF SUBJECTS IN THE COURSE FOR THE INTERIM VOCATIONAL CERTIFICATE, TYPE B

55. ADMINISTRATION AND PROFESSIONAL PRACTICE

The teacher's rôle as a professional person; his responsibilities to his students, to the school, and to society; professional relationships and attitudes.

The teacher's rôle in the administrative framework of the school; the organization of educational systems, both provincial and local; powers and duties of the various educational authorities; the Education Acts and Regulations of the Province of Ontario.

Special reference to professional organizations, teacher certification, curriculum, types of schools, finance.

56. ENGLISH

Rhetoric: An introduction to methods and patterns of clear and effective writing; the relationship between thinking and the composition process; perceptive seeing; the organization of stimuli and meaningful transmission of response; rhetorical considerations in the composition of sentence and paragraph; the characteristics and techniques of effective identification, definition, classification, comparison and contrast, illustration, and three types of analysis: functional, process and causal. The planning evaluation and assignment of compositions of various types is a significant part of this course.

An introduction to semantic principles: abstract and concrete terms; problems in definition; characteristics of words; denotation, connotation, language and personality; problems in verbal communication.

Professional composition problems: Layout of examination papers; types of questions; composition of questions. Also, a brief introduction to principles of programme composition.

Oral Presentation: Communicating with an audience; eliminating self-consciousness; voice improvement; oral reading; phrasing oral questions; brief prepared speeches; evaluating oral presentation; characteristics of effective lesson preparation.

Before beginning this course, some formal preparation may be advisable for candidates who lack a command of basic English structure and usage.

57. HISTORY OF VOCATIONAL EDUCATION

Brief historical sketch to show vocational aspects of educational developments; contributions of the educational reformers, Comenius, Rousseau, Pestalozzi, Fellenberg, Froebel, Spencer; relation of industrial developments to the need for industrial education; development of secondary education, of vocational education; the manual training movement, the mechanics' institute, the farm and trade school, industrial and technical schools, trade schools; part-time, co-operative and apprenticeship classes; the Ontario Educational system.

58. MATHEMATICS

An introduction to mathematical structures involving a review of the basic number systems; fundamental concepts of logic, graphing in two- and three-dimensional space; vectors and their applications; a study of relations; defining equations and inequations of relations; introduction to the basic ideas of the calculus by a consideration of velocity and rate

of growth problems; a system of equations and inequations; introduction of linear programming.

59. PRINCIPLES OF TEACHING AND CLASSROOM MANAGEMENT

Learning process as applied to practical subjects; formal lesson types; individual differences; individual and group instruction; lesson planning; questioning techniques; instruction-aid material—sheets, pictures, charts, films, models; organization of instruction material; tests and examinations; statistical analyses of scores; records; special shop problems.

60. PSYCHOLOGY

An introduction to principles of educational psychology as they apply to the teacher and his pupils. Among topics discussed will be: motivation, development and adjustment, school discipline, intelligence and its measurement, the learning process, mental hygiene, basic principles and current practices in guidance.

61. TECHNICAL SUBJECTS

Subject Analysis and Course of Study:
Study of the work of the skilled craftsman to determine the teachable content of each trade or calling. Analysis of the subject to determine the skill, and the trade, technical and concomitant knowledges of the skilled worker; selection of instructional materials and arrangements into groups according to learning difficulties; selection of projects to be used to fit the order of the course of study; determination of related mathematics, science, drawing and auxiliary information needed in each project, preparation of course of study; unit courses.
Shop Plan, Equipment List, and Annual Budget:

Study of desirable features of shops and classrooms, size, shape, lighting, lay-out; preparation of minimum and desirable lists of equipment for the type of shop in which the teacher-in-training will work; design of benches, tables, furniture, selection of tools and machines; approximate prices; preparation of annual budget.

Practical Shopwork, generally not in the candidate's trade subject.

62. OBSERVATION AND PRACTICE TEACHING

An important part of the work at the College is the Observation and Practice Teaching programme of from ten to twelve weeks during the

session. This programme is carried out in secondary schools, Institutes of Trades, and Vocational Centres of the provincial system. Postings must be made outside of as well as within the Metro area. Anyone entering the course must be able and willing to accept postings to schools selected by the Director and Associate Director of Practice Teaching. Students who are absent from regular practice teaching weeks may be required to do make-up assignments at a later date.

COURSES FOR INDUSTRIAL ARTS CERTIFICATES

63. COURSE FOR THE INTERIM INTERMEDIATE CERTIFICATE

This is a two-year course to provide training for those who contemplate the teaching of Industrial Arts in elementary and high schools. Applicants admitted under the first condition below shall be exempted from attendance during one year of the course.

ADDITIONAL CONDITIONS OF ADMISSION

An applicant shall submit:
(1) an Ontario Teaching Certificate;
(2) a statement indicating successful completion of Part I of the Elementary course in Industrial Arts, with a standing of at least 66%.

Note: Every teacher of Industrial Arts in an elementary school must hold an Elementary School Teacher's certificate in addition to his Industrial Arts certificate.

64. PROGRAMME OF STUDIES

By emphasizing the interrelationship of the arts, the sciences and technologies, Industrial Arts affords opportunities to integrate these areas.

The Industrial Arts Course emphasizes the development of creative ability. Problems are presented to awaken creative abilities, imagination and inventiveness. The course provides opportunities for experimentation, and the application of hand and machine skills to making useful articles of good design.

The course is divided into two sessions. In the first session students are given problems that lead them to discover the capabilities and limitations of tools, materials, and ideas. In the second session the students are expected to apply knowledge and skills acquired to solving more complex problems.

The course of training for the Intermediate certificate in Industrial Arts consists of two parts as follows:

PART I: Activity Analysis and Course of Study

Shopwork—general woodwork, general metalwork, power mechanics, electricity, drafting; History of Industrial Arts, Guidance.

PART II: Observation and Practice Teaching

Each student is given at least three weeks in a practice school. His teaching progresses from individual and group instruction to complete charge of routine duties and class instruction. If possible, he is sent to the general shop in an elementary school, a junior high school, and a collegiate institute.

65. HISTORY OF INDUSTRIAL ARTS

See History of Vocational Education, Section 57.

65(a). GUIDANCE

Basic principles and current practices in guidance.

66. COURSE FOR THE INTERIM SPECIALIST CERTIFICATE

This certificate may be obtained also in summer courses. See Section 78. This course is to provide training for those who contemplate teaching Industrial Arts in collegiate institutes.

ADDITIONAL CONDITIONS OF ADMISSION

An applicant shall:

(1) hold an Intermediate certificate in Industrial Arts;
(2) subsequently, have at least one year of successful teaching in the field of Industrial Arts, as verified by the inspector concerned;
(3) show evidence of having passed not less than eight Grade XIII papers or approved equivalents including one in English. It is recommended that the candidate include papers in Mathematics and Science as these subjects are essential to progress in Industrial Arts.

67. PROGRAMME OF STUDIES

The course of training for the Specialist certificate in Industrial Arts consists of two parts as follows:

PART I: Activity Analysis, Course of Study and Shop Management, Advanced Shop Work.

PART II: Observation and Practice Teaching.

REQUIREMENTS FOR CERTIFICATES IN VOCATIONAL EDUCATION AND IN INDUSTRIAL ARTS

68. STANDARDS FOR THE RECOMMENDATION OF CERTIFICATES

The final standing of students in attendance in the course for the Vocational certificate, Type B, or the courses for the Intermediate and Specialist certificates in Industrial Arts shall be determined by the combined results of the sessional records and the records of the final examinations of Part I and by the results of the records of Part II, of the course concerned.

The sessional records in each course represent oral and written exercises, practical work, research and frequent tests; and at the close of each term there will be a set of examinations.

A candidate shall pass in each of the subjects listed in the Programme of Studies of the course concerned. The pass standard shall be 50% of the marks assigned to each subject of Part I and 50% of the marks assigned for each division of Part II.

A candidate for the Intermediate Industrial Arts certificate or the Specialist Industrial Arts certificate must pass a performance test before a certificate is issued.

A candidate for the Interim Vocational or Occupational certificate, Type B, must successfully complete practical and theory portions of the Technical Proficiency Examinations. He shall attempt these examinations before the completion of the courses leading to the certificate concerned. The pass standard shall be 50% of the marks assigned to the practical portion and 50% of the marks assigned to the theory portion of the Technical Proficiency Examinations.

A candidate for the Vocational certificate, Type B, or the Intermediate or Specialist certificates in Industrial Arts who passes in Part II and fails with a score not lower than 40% in not more than two subjects of Part I shall be exempted from further attendance. He may complete his standing for a certificate by re-writing at an annual examination, the examination(s) in the subject(s) in which he failed. Supplemental examinations will be held at the close of the winter and summer sessions. If either or both of the two failing scores are lower than 40%, the candidate shall attend one summer session in the subject(s) concerned.

If a candidate fails a second time in either or both of the supplemental examinations, he may be required to re-attend the Winter and Spring terms of the course in regular session.

Candidates who fail in more than two subjects of Part I or who failed in either division of Part II shall be required to attend and successfully complete another session as follows:

(*a*) Candidates for Vocational certificates shall attend *either* the Winter and Spring terms of the course in regular session *or* one summer session;

(*b*) Candidates for Industrial Arts certificates who fail in more than two subjects of Part I shall attend *either* the Winter and Spring terms of the course in regular session *or* one or more summer sessions as the Council of the College directs: candidates who fail in either division of Part II shall attend the Winter and Spring terms of the course in regular session.

A candidate for the Vocational certificate, Type B, who fails in the practical or theory portions of the Technical Proficiency examinations shall write a supplemental examination if his average is more than 30%, and he will be required to withdraw from the course if his average is less than 30%. If a candidate fails a second time in either of the supplemental Technical Proficiency examinations, he may appeal to the Council of the College.

Final marks in any subject or for any Vocational or Industrial Arts certificate may not be issued until all assignments have been submitted.

69. HIGH SCHOOL ASSISTANTS', TYPE B, INITIAL AND COMPLETING SUMMER COURSES

INITIAL SUMMER COURSE

From July 3, 1967 to August 25, 1967, a summer course will be held at The College of Education, leading to a Temporary Secondary School Teacher's certificate. The certificate will be valid for the school year 1967–1968. The holder of such certificate may secure a High School Assistant's certificate, Type B, by attending, on the recommendation of the principal and high school inspector concerned, a second summer course in 1968, and by passing the examinations of that course.

The holder of a Temporary Secondary School Teacher's certificate who has credit towards Part I of the Intermediate certificate in Physical and Health Education or Business and Commerce Accountancy or Secretarial Subjects or credit towards the Intermediate certificate in Home Economics may secure Part I of the Intermediate certificate in Physical and Health Education or Accountancy or Secretarial Subjects or the Intermediate certificate in Home Economics as the case may be, by attending, on the recommendation of the principal and high school inspector concerned, a second summer course in 1968, and by passing the examinations of the course. No candidate will be awarded Part I of the Intermediate certificate in Physical and Health Education or Accountancy or Secretarial Subjects or the Intermediate certificate in Home Economics before he has been awarded a High School Assistant's certificate, Type B.

A candidate for admission to the course leading to a Temporary Secondary School Teacher's certificate must fulfil all the conditions of admission to the course for the Interim High School Assistant's certificate, Type B (Section 12), and also must submit evidence that he has accepted after March 24 a contract offered by an Ontario secondary school board for the ensuing school year for a position for which no fully qualified applicant is available. Application should be made to the Registrar, The College of Education, 371 Bloor St. W., Toronto 5, as soon as the candidate is under contract to teach.

Programme of Studies

The course of training for the summer course, July 3 to August 25, 1967, will consist of:

Administration and Professional Practice; Educational Psychology, and

courses in the principles and procedures of teaching *any two* of the following courses:

ENGLISH

FRENCH

(A candidate should not choose French unless he has oral proficiency in the language and has a thorough knowledge of phonetics, grammar and syntax.)

HISTORY

GEOGRAPHY

LATIN

MATHEMATICS

SCIENCE

(A candidate should not choose Science unless he has had previous laboratory experience and anticipates teaching Science.)

One of the following subjects:

BUSINESS AND COMMERCIAL SUBJECTS (A candidate who selects Business and Commerce as a double option requires no previous training. Instruction is given in typing, bookkeeping, shorthand, retailing and data processing. A candidate must take these beginner's classes unless he has university or four-year Business and Commerce Secondary School credit or passes the qualifying test before the course begins. Those who qualify by university or four-year Business and Commerce credits or pass pre-course tests may select Business and Commerce as only one option.

A candidate with credit in Bookkeeping, Shorthand, Retailing or Data Processing, but not typing only, who selects Business and Commerce as a double option will select Business Machines, Business Arithmatic, Business Organization and Management or Machine Mathematics as required to complete the Intermediate Parts I and II of the certificate.)

HOME ECONOMICS (No candidate may choose this subject unless she is qualified to take the course. A candidate who is eligible for admission to the course leading to a High School Assistant's certificate, Type A, must choose Home Economics as one of her options.)

GERMAN
SPANISH (A candidate should not choose one of these subjects unless he has oral proficiency in the language and has a thorough knowledge of phonetics, grammar and syntax.)

MUSIC

PHYSICAL AND HEALTH EDUCATION (To qualify, a candidate must pass a standard motor ability test. The candidate should have an interest in physical activities.)

COMPLETING SUMMER SESSION

A summer session for the High School Assistant's certificate, Type B, will be held from July 3, 1967, to August 18, 1967, for candidates who qualified for Temporary Secondary-School Teachers' certificates on completion of the Initial eight-week summer course in 1966, and who are recommended for admission by the principal and high school inspector concerned. The course will consist of courses in the principles and procedures of teaching the optional subjects of the Initial course, Educational Psychology, and the History and Philosophy of Education.

Candidates who fail in more than two subjects shall re-attend the Completing Summer Session or attend the course described in Section 70 with a change of optional subjects.

Candidates who fail in not more than two subjects of the course (of which only one may be a course in the principles and procedures of teaching) may qualify for the Type B certificate under conditions outlined in Section 16.

70. HIGH SCHOOL ASSISTANTS', TYPE B, SUMMER COURSE FOR TEACHERS WITH PROFESSIONAL TRAINING

Candidates who have fulfilled the requirements for admission to the High School Assistants' course, Type B, and

(1) hold Ontario Elementary School Teacher's (or First Class) certificates,

(2) hold Ontario Vocational certificates,

(3) have had equivalent professional training elsewhere, or

(4) have failed an examination or a supplemental examination or examinations of the Type B course and have not been asked by the Revising Board to withdraw from teaching altogether will be exempted from attendance at a Regular session of the College of Education but will attend the Summer Course for Teachers with Professional Training for a High School Assistant's certificate, Type B.

The pass standard for candidates in this course will be the same as that for candidates in attendance during a regular session.

Candidates who have been duly admitted to the Summer Course for

Teachers with Professional Training for the High School Assistant's certificate, Type B, who attend throughout the session and who pass the examinations at the close of the session, may, on the recommendation of the examiners, be awarded by the Minister of Education, the Interim High School Assistant's certificate, Type B.

Candidates who have attended the Summer session, with the exception of those admitted under (4) above, and who fail in one or more of the tests prescribed for an Interim High School Assistant's certificate, Type B, may complete their standing for said certificate under the following conditions:

Candidates who fail in more than two subjects shall reattend a Summer Course for Teachers with Professional Training another year.

Candidates who fail in not more than two subjects of the course (of which only one may be a course in the principles and procedures of teaching) may qualify for the Type B certificate under conditions outlined in Section 16.

The course of training will consist of the following subjects:

Administration and Professional Practice;

Courses in the principles and procedures of teaching *any* two of the following: English, Français, History, Geography, Mathematics, Science, Latin, French.

Business and Commerce Subjects may be chosen as two subjects by those who hold an interim Vocational Type B or equivalent certificates. For further information write to Professor A. P. Seggie, The College of Education.

NOTE:

See Section 4 regarding *Extension of Jurisdiction of Ontario Basic Teaching Certificates—Elementary and Secondary.*

71. TYPE A SEMINARS

A special summer course of six weeks, beginning on July 3, 1967, will be offered to provide the opportunity for teachers who hold a High School Assistant's certificate, and who possess the necessary academic qualifications, to obtain an Interim High School Assistant's certificate, Type A. Applications will also be entertained from holders of Type B certificates who are graduates of honour courses approved by the Department of Education but whose standing is below Grade B or Class II but not lower than 60%, who submit evidence from the principal and high school inspector of at least five years' teaching experience in the subject, or subjects, of their special field of study, or at least two years of which must have been in Grades XII or XIII and graded above average, in an

Ontario secondary school subsequent to obtaining the professional standing referred to above. Applications for enrolment under this plan must be made to the Registrar, The College of Education by March 31.

Professional courses leading to the Type A certificate in one of the following special fields of scholarship will be offered:

Biology
Chemistry
Chemistry and Biology
Classics
Economics
English
English and French
English and German
English and Latin
English and Spanish
English and History
Français
French
French and German
French and Spanish
Geography
Geography and Geology
Geology
History
Home Economics
Latin
Latin and French
Latin and Greek
Mathematics
Mathematics and Physics
Physical and Health Education
Physics
Physics and Biology
Physics and Chemistry
Political Science
Political Science and Economics
Psychology
Psychology and Sociology
Science
Sociology
Spanish and Latin

Applicants must be recommended in their special fields of scholarship and teaching by the secondary school inspector concerned. If it should prove necessary, an equitable limitation of the enrolment may be made. Preference will be given to teachers holding the Permanent High School

Assistant's certificate, and applications will be considered in the order in which they are received.

Written examinations will be held at the end of the course.

Applications for enrolment must be made to the Registrar, The College of Education, by March 31.

72. HOME ECONOMICS SUMMER COURSES

Intermediate Courses

Summer courses leading to the Intermediate certificate in Home Economics will be held in Toronto from July 3, 1967 to August 4, 1967, for candidates who qualify for either Part I, II or III courses.

PART I

Applicants who hold a Second Class certificate, a First Class certificate, an Elementary School Teacher's certificate, or a High School Assistant's certificate are eligible.

PART II

Those who successfully complete Part I of the course are eligible for admission to this course.

PART III

Those who have completed successfully both Part I and Part II of the course are eligible for this course.

PART IV

Those who have completed successfully Part I and II of the course are eligible for this course.

NOTE: Part III and Part IV are offered in alternate years and may be taken in either order. Part III will be offered in 1967 and will not be offered in 1968. Part IV will not be offered in 1967 but will be offered in 1968.

Letters of confirmation will be issued as each part of the course is completed successfully. Candidates will be recommended for the Intermediate certificate when all parts have been completed successfully.

Applications must be submitted not later than June 1, 1967, to the Principal of the Home Economics Summer Courses, The College of Education, 371 Bloor St. West, Toronto 5.

Intermediate Course for Graduates with University Credits in Home Economics

Admission to this course is restricted to students who submit evidence of graduation, with a standing not lower than 60% in the Home Economics of the final year from a University course approved by the Minister of Education, which includes at least 15 suitable credits in Home Economics.

The course will be conducted in Toronto, from July 3, 1967, to August 11, 1967. Final examinations will be written at the end of the session.

Applications must be submitted not later than June 1, 1967, to the Head of the Home Economics Department, The College of Education, 371 Bloor St. West, Toronto 5.

73. SCHOOL LIBRARIANSHIP SUMMER COURSES

There are three six-week summer courses leading to the Specialist certificate in School Librarianship. The Intermediate Courses, Parts I and II, lead to the Intermediate certificate in School Librarianship. The third summer course leads to the Specialist certificate. These three courses must be taken consecutively. They are offered to meet the greatest need, hence all three courses are not necessarily offered every summer, nor consecutively.

The Intermediate Courses, Parts I and II, and the Specialist's Course will be offered in Toronto from July 3 to August 11, 1967. Application forms may be obtained from the Head of School Librarianship Department, The College of Education, 371 Bloor Street West, Toronto 5. Applications must be submitted before May 1, 1967. Enrolment will be limited to 60 candidates in each course.

Intermediate Course, Part I

This is the first of two summer courses leading to the Intermediate certificate in School Librarianship. This course offers basic training for teachers who will serve as secondary school librarians. It will include the following subjects: Technical Services (Classification and Cataloguing) as related to school needs with laboratory periods for practice; The School Library Collection with particular attention to Biography, Science and basic Reference books; School Library Programme and Administration.

Applicants for admission to this course must:

(1) hold High School Assistant's certificate;

(2) have at least one year of successful teaching experience in an Ontario secondary school certified by the Department of Education.

An average of 50% in each subject is required to pass. Candidates who successfully complete this course will be issued a letter of confirmation.

Intermediate Course, Part II

This is the second of two summer courses leading to the Intermediate certificate in School Librarianship. This course continues the basic training offered in Part I with emphasis on the materials and services supplied by the school library to support the secondary school curriculum. It will include the following subjects: Technical Services (Classification and

Cataloguing); The School Library Collection; School Library Programme and Administration.

Applicants for admission to this course must:

(1) hold High School Assistant's certificate;
(2) hold an Elementary certificate in School Librarianship, or a letter of confirmation of successful completion of School Librarianship, Intermediate Course, Part I;
(3) submit evidence of at least one year of successful experience in organizing and administering an Ontario secondary school library and its programme during a minimum of 15 periods per week during the time that classes are in session subsequent to completion of the Intermediate Course, Part I, certified by the principal of the school concerned. This school library experience should include: conducting a library programme with regular classes; supervising student use of the library before and after regular school hours; organizing library materials and services in library work periods.

An average of 50% in each subject is required to pass. Candidates who successfully complete this course will be recommended for the Intermediate certificate in School Librarianship.

Specialist Course

This course will continue the training offered in the Intermediate Course. It will include the following subjects: Technical Services (Classification and Cataloguing); The School Library Collection with particular attention to adult books for young people, the classics, and reference books; School Library Programme and Administration with emphasis on developing work with subject teachers. Applicants for admission to this course must:

(1) hold a Permanent High School Assistant's certificate;
(2) be certified by the Inspector of Secondary School Libraries as having at least one year of successful experience in organizing and administering an Ontario secondary school library and its programme during a minimum of 15 periods per week subsequent to completion of the Intermediate Course, Part II, certified by the Inspector of Secondary School Libraries.

An average of 50% in each subject is required to pass. Candidates who successfully complete this course will be recommended for a Specialist certificate in School Librarianship.

74. BUSINESS AND COMMERCE SUMMER COURSES

Teachers who wish to enrol in any of the following courses should write for application forms to the Director, Business and Commerce Department, The College of Education, 371 Bloor Street West, Toronto 5, and should submit the completed form before June 1, 1967.

Intermediate Course, Part I

Summer courses leading to the completion of Part I of the Intermediate Accountancy, Intermediate Secretarial, Intermediate Marketing or Intermediate Data Processing will be held at Central High School of Commerce, Toronto, for candidates who hold an Elementary School Teacher's certificate or a High School Assistant's Type B certificate.

Subjects:
Typewriting A; Shorthand A; Bookkeeping A; Typewriting B; Shorthand Theory, Bookkeeping B; Typing Methods; Shorthand Methods; Bookkeeping Methods; Business Practice Methods; Retail Merchandising; Merchandising Methods; Principles of Punched Card Data Processing.

Intermediate Course, Part II

Summer courses leading to the Intermediate Accountancy, Intermediate Secretarial, Intermediate Marketing or Intermediate Data Processing certificates will be held at Central High School of Commerce for candidates who qualify for the courses. To these courses may be admitted an applicant who has completed or who is completing subjects for the Intermediate, Part I, course.

Subjects:
Office Practice, Business Law; Business Arithmetic; Business Machines; Business Correspondence; Shorthand Practice; Business Finance; Business Organization and Management; Consumer Principles and Practices; Principles of Electronic Data Processing; Data Processing Methods.

Specialist Courses

Summer courses leading to the Specialist certificates in Accountancy, Secretarial, Marketing or Data Processing will be held at Central High School of Commerce for candidates who qualify for the courses. To these courses may be admitted an applicant who holds an Ontario High School Assistant's certificate Type B and who holds the Intermediate, Part II, of a Business and Commerce certificate, or who is completing subjects for one of these certificates, and whose programme, approved by the Director, permits a start on subjects leading to a Commercial Specialist certificate.

Subjects:
Economics of Distribution; Accounting I; Accounting II; Secretarial I; Secretarial II; Marketing I; Marketing II; Electronic Data Processing, Part I; Electronic Data Processing, Part II; Major Methods in Accounting Subjects; Major Methods in Secretarial Subjects; Major Methods in Marketing; Electronic Data Processing Methods; Organization and Supervision of a Commercial Department.

Credit may be allowed for equivalent university courses previously taken if certified statements or transcripts are submitted.

Examinations

(*a*) Examinations, both supplemental and regular, in the non-machine subjects will be held in May at The College of Education and at centres throughout the Province. Requests to write the examinations should be made to the Director, Business and Commerce Department, before March 1, 1968. The timetable of examinations will be mailed to candidates whose application has been accepted in April, 1968. Late applicants will be required to write examinations in Toronto.

(*b*) Examinations will be held at the end of June, 1968, in the subjects requiring a typewriter or other business machine, i.e., Typing, Office Practice, Shorthand Practice, Business Correspondence, Business Machines and Secretarial I and II, the week before the opening of the summer school course. The timetable of examinations will be issued in May, 1968.

Subjects which may be written as examinations or supplementals

(*a*) Subjects of the Intermediate, Part I or II courses for which College bulletins have been successfully completed;

(*b*) Subjects of the Intermediate, Part I or II courses which the candidate has taught at least one year within the last two years, as certified by the school principal;

(*c*) Subjects of the Intermediate Part I or II courses for which night school work at a high school or business college has been completed successfully;

(*d*) Subjects in which the applicant has failed to obtain 66% at a university or high school Business and Commerce course;

(*e*) Subjects in which the applicant failed to obtain standing at a previous summer course;

(*f*) Subjects in which the applicant has taken machine courses conducted by a business corporation. (Proof of course work must be submitted.)

75. COMMERCIAL VOCATIONAL SUMMER COURSE

Commercial Vocational Certificate, Type B, in Specified Commercial Subjects

As a temporary measure, if there are sufficient applicants, a special Commercial Vocational Summer Course of five weeks' duration will be offered in Toronto and Ottawa in 1967. This course leads to an Interim Commercial Vocational certificate, Type B, valid for teaching specified commercial skills or subjects in a secondary school. To this course may be admitted applicants who hold acceptable certificates, diplomas, or

degrees, and who meet the Department of Education requirements for this two-summer course. Attendance at a second summer of five weeks in 1968 will be necessary to complete the requirements for this certificate.

The second summer of this two-summer special Commercial Vocational Summer Course leading to an Interim Commercial Vocational certificate, Type B, will be offered in Toronto and Ottawa in 1967 for those who completed successfully the first five weeks in 1966.

If there are sufficient applicants, another special Commercial Summer Course of three summers duration of five weeks each will also be offered in Toronto and Ottawa in 1967 leading to an Interim Commercial Vocational certificate, Type B, valid for teaching Typewriting, Office Practice, Shorthand, or Marketing in any secondary school for those applicants who meet the Department of Education requirements for this three-summer course.

The second and third summer of the three-summer special Commercial Vocational Summer Course leading to an Interim Commercial Vocational certificate, Type B, valid for teaching Typewriting, Office Practice, Shorthand, or Marketing only will be offered in Toronto and Ottawa in 1967 for those who completed successfully the work of the previous summer course in 1966.

Any teacher who holds a Permanent Commercial Vocational certificate, Type B, and obtains an approved degree, may secure a High School Assistant's certificate, Type B, as soon as the Commercial Vocational certificate is made permanent. Apply to the Department of Education, 44 Eglinton Avenue West, Toronto 12, for both the Permanent Commercial Vocational and the Interim High School Assistant's certificates, Type B.

Applications for these courses and requests for additional information should be addressed to Professor G. A. Reid, The College of Education. These special Commercial Vocational Courses will be discontinued as soon as sufficient teachers are supplied by the regular programme.

76. ELEMENTARY SCHOOL TEACHERS' COMPLETING COURSE

This course is for High School Assistants who hold credit towards the Elementary School Teacher's certificate. The course will open on July 3 and close on August 4, 1967.

77. VOCATIONAL AND OCCUPATIONAL SUMMER COURSES

Vocational, Type B

Summer courses leading to the Vocational certificate, Type B, will be offered from July 3, 1967, to August 18, 1967 for holders of High School Assistants' certificates who meet Department of Education requirements for Vocational certification.

Occupational, Type B

The first of two seven-week Summer Sessions leading to the Interim Vocational certificate, Type B, or the Interim Occupational certificate, Type B, will be offered from July 3, 1967, to August 18, 1967 inclusive.

See Sections 49–68 for details for those candidates who can satisfy the admission requirements to the winter course and in addition have a signed contract to teach the practical occupational subjects for the 1967–68 school year.

Vocational, Type A

A summer course leading to the Vocational certificate, Type A, will be held from July 3 to August 4, 1967. Part I only will be offered at The College of Education, Toronto.

Application should be made to the Director, Technical and Industrial Arts Department, The College of Education, University of Toronto, 371 Bloor Street West, Toronto 5, Ontario before June 1, 1967.

Occupational, Type A

Summer Courses leading to the Occupational certificate, Type A, will be held from July 3 to August 4. Parts I and II will be offered at The College of Education, University of Toronto, 371 Bloor Street West, Toronto 5.

Applications must be received before June 1, 1967.

78. INDUSTRIAL ARTS SUMMER COURSES

Specialist Course

Summer courses leading to Specialist certification in Industrial Arts will be held from July 3, 1967, to August 4, 1967. Parts I, II and III will be offered if enrolment in each part is sufficient.

Requirements for entrance into Part I are: an Intermediate certificate and one year of successful teaching in Industrial Arts; standing in eight Grade XIII credits, including English Composition and English Literature; and average grading by the inspector concerned.

Candidates who wish to apply for entrance to Part II must submit the official records of satisfactory completion of Part I. Admission to Part III depends upon satisfactory completion of Part II.

Intermediate Course

This course consists of 3 parts, each of 5 weeks' duration.

To Part I will be admitted (if sufficient candidates apply):

Candidates holding High School Assistants' certificates, who have passed in the course in Industrial Arts.

See Section 20, and Section 37.

Candidates holding Vocational certificates, who are teaching Industrial Arts in secondary schools.

Candidates holding Elementary School Teachers' certificates and also Parts I and II of the Elementary Industrial Arts course and Part I of the Industrial Arts Supervisor's Course.

Admission to Part II requires passing grades in all subjects of Part I and to Part III requires the successful completion of Part II.

Application should be made before June 1, 1967, to the Director, Technical and Industrial Arts Department, The College of Education, University of Toronto, 371 Bloor Street West, Toronto 5, Ontario.

79. OCCUPATIONAL TRADES SUMMER COURSES

Courses leading to Occupational certificates. Parts I and II will be offered in 1967.

To Part I will be admitted holders of Vocational certificates, and holders of Industrial Arts Intermediate certificates, who hold contracts with Boards of Education to teach this subject in composite schools.

To Part II will be admitted candidates who have completed Part I.

80. PHYSICAL AND HEALTH EDUCATION SUMMER COURSES

Separate courses will be offered in Toronto for men and women. These courses lead to the following certificates:

Intermediate

The course leading to an Intermediate Physical and Health Education certificate consists of two Summer sessions (Intermediate, Parts I and II). These courses will be held from July 3 to August 4.

Applicants for admission to the course must hold a High School Assistant's certificate.

Applicants holding an Elementary Physical and Health Education certificate granted under former regulations may be admitted to the second Summer Session (Intermediate II).

Specialist

The Summer course leading to the Specialist certificate will be held in Toronto from July 3 to August 11, 1967.

Applicants for admission to the course must hold a High School Assistant's certificate, or a Permanent High School Assistant's certificate and an Intermediate Physical and Health Education certificate, and have taught for a period of at least one year in a secondary school in Ontario, or in Grade IX or X of a public or separate school in Ontario or hold a

High School Assistant's certificate, and a Supervisor's certificate in Physical and Health Education.

Special Course for Teachers of Physical and Health Education for Girls

The Special Course for Teachers of Physical and Health Education for Girls will be held in Toronto from July 3 to August 4, 1967.

Applicants for admission to the course must hold:

(1) Permanent Elementary School Teacher's (or First Class) certificate,
(2) A Secondary School Honour Graduation diploma or equivalent standing,
(3) A contract with an Ontario secondary school board of education.

After satisfactory completion of the course, the candidate will receive from the Department of Education a letter to that effect.

Equipment

All students in Physical and Health Education are required to wear the prescribed uniform in practical classes. The approximate cost of a uniform is $10 for the women and $6 for the men. Information concerning equipment, books, preparation for the course, location of the course, and hours, will be sent on acceptance of applications.

Medical Certificates

Each applicant will be required to forward by June 15 a medical certificate from his own physician indicating that he is physically fit to take the course. Final registrations will not be accepted and students will not be permitted to take part in the course until this condition has been fulfilled.

Applications

Application forms may be obtained from the Head of Women's Physical and Health Education, or from the Head of Men's Physical and Health Education, The College of Education, 371 Bloor Street West, Toronto 5.

Completed application forms must be returned not later than June 1, 1967.

81. ATTENDANCE AT SUMMER COURSES

Owing to the compact nature of the Summer Courses, absenteeism cannot be tolerated except for reasons of health and then only for a maximum of five days supported by a medical doctor's statement. This regulation applies to all candidates attending all Summer Courses.

GRADUATE DEGREES IN EDUCATION

82. Programmes of study leading to University of Toronto graduate degrees of Master of Education, Master of Arts, Master of Philosophy, Doctor of Education and Doctor of Philosophy are available through the *Ontario Institute for Studies in Education*, 102 Bloor St. West, Toronto 5.

STUDENTS FROM OVERSEAS

83. In a typical year students from a dozen or more overseas countries will be registered in the College. While the majority of these are experienced officials pursuing studies leading to graduate degrees, arrangements are also made for individual students from abroad to be enrolled in an appropriate teacher-training programme. A special effort is made to welcome qualified overseas students who plan to return to their own country on completion of their studies, and to meet their special needs insofar as the resources of the College permit.

SCHOOLS USED IN THE PRACTICE TEACHING PROGRAMME, WINTER SESSION

84. The schools listed below provide teaching practice for The College of Education students.

ANCASTER	Ancaster High and Vocational School
AURORA	Dr. G. W. Williams Secondary School
BARRIE	Barrie District Central Collegiate Institute Barrie District North Collegiate Institute
BURLINGTON	Burlington Central High School Nelson High School M. M. Robinson High School
DUNDAS	Parkside High School
DURHAM COUNTY	Bowmanville High School Port Hope High School
EAST YORK	East York Collegiate Institute Cosburn Avenue Junior High School
ETOBICOKE	Alderwood Collegiate Institute Burnhamthorpe Collegiate Institute Etobicoke Collegiate Institute Kingsmill Vocational School Kipling Collegiate Institute North Albion Collegiate Institute Richview Collegiate Institute Royal York Collegiate Institute Scarlett Heights Collegiate Institute Silverthorn Collegiate Institute Thistletown Collegiate Institute Vincent Massey Collegiate Institute
FOREST HILL	Forest Hill Collegiate Institute
HAMILTON	Barton Secondary School Central Secondary School Glendale Secondary School Hamilton Collegiate Institute Hill Park Secondary School Westdale Secondary School Westmount Secondary School

LEASIDE	Leaside High School
MARKHAM	Markham District High School
NEWMARKET	Huron Heights Secondary School
NIAGARA FALLS	A. N. Myer Secondary School Niagara Falls Collegiate Vocational Institute Stamford Collegiate Vocational Institute Westlane Secondary School
NORTH YORK	Bathurst Heights Secondary School N. A. Boylen Secondary School Don Mills Collegiate Institute Downsview Secondary School Dufferin Heights Junior High School Earl Haig Secondary School Emery Collegiate Institute Sir S. Fleming Secondary School G. S. Henry Secondary School C. W. Jefferys Secondary School W. L. Mackenzie Collegiate Institute Newtonbrook Secondary School Northview Heights Secondary School St. Andrew's Junior High School Victoria Park Secondary School York Mills Collegiate Institute
OAKVILLE	T. A. Blakelock High School Oakville-Trafalgar High School G. E. Perdue High School White Oaks Secondary School
ORILLIA	Orillia District Collegiate Vocational Institute Park Street Collegiate Institute
OSHAWA	Dr. F. J. Donevan Collegiate Institute R. S. McLaughlin Collegiate Vocational Institute O'Neill Collegiate Vocational Institute Oshawa Central Collegiate Institute
PEEL CENTRAL	Bramalea Secondary School Brampton High School Central Peel Secondary School
PETERBOROUGH	Adam Scott Collegiate Vocational Institute Kenner Collegiate Vocational Institute Peterborough Collegiate Vocational School

PETERBOROUGH SUBURBAN	Crestwood Secondary School
PICKERING	Dunbarton High School
ST. CATHARINES	Grantham High School Lakeport Secondary School Laura Secord Secondary School Merritton High School St. Catharines Collegiate Institute and Vocational School Sir Winston Churchill Secondary School
SALTFLEET	Saltfleet High School
SCARBOROUGH	Agincourt Collegiate Institute Bendale Secondary School Birchmount Park Collegiate Institute Cedarbrae Collegiate Institute Winston Churchill Collegiate Institute R. H. King Collegiate Institute Sir W. Laurier Collegiate Institute Sir J. A. Macdonald Collegiate Institute Midland Avenue Collegiate Institute W. A. Porter Collegiate Institute David and Mary Thomson Collegiate Institute West Hill Collegiate Institute Wexford Collegiate Institute Woburn Collegiate Institute
TORONTO CITY	Bickford Park High School Bloor Collegiate Institute Castle Frank High School Central High School of Commerce Central Technical School Danforth Technical School Eastdale Vocational School Eastern High School of Commerce Harbord Collegiate Institute Humberside Collegiate Institute Jarvis Collegiate Institute Lawrence Park Collegiate Institute Malvern Collegiate Institute Monarch Park Secondary School North Toronto Collegiate Institute Northern Secondary School Oakwood Collegiate Institute Parkdale Collegiate Institute Riverside Collegiate Institute Western Technical-Commercial School

TORONTO TOWNSHIP	Gordon Graydon Memorial Secondary School Lorne Park Secondary School Port Credit Secondary School Streetsville Secondary School
UXBRIDGE	Uxbridge Secondary School
VICTORIA COUNTY	Lindsay Collegiate Vocational Institute
WHITBY	Anderson Collegiate Vocational Institute
YORK CENTRAL	Bayview Secondary School Langstaff Secondary School Richmond Hill High School Woodbridge High School
YORK TOWNSHIP	George Harvey Secondary School York Memorial Collegiate Institute
MISCELLANEOUS	Albion Hills Conservation School University of Toronto Schools

ELEMENTARY SCHOOLS

TORONTO	Bedford Park Junior Public School Glenview Senior Public School King Edward Public School Pape Avenue Public School
ETOBICOKE	Humber Valley Village Public School

The University of Toronto issues the following calendars and other publications concerning courses of instruction given by the University, any one of which may be had on application to the Office of Admissions of the University, or to the Secretary of the Faculty, School or Institute about which information is sought.

GENERAL INFORMATION—	University of Toronto Handbook
ADMISSION INFORMATION—	Admission Awards Admission Circular
APPLIED SCIENCE AND ENGINEERING—	Faculty of Applied Science and Engineering Engineering at Toronto—descriptive brochure Diploma Course in Operations Research
ARCHITECTURE—	School of Architecture Landscape Architecture—descriptive brochure Graduate Work in Architecture—descriptive brochure
ARTS AND SCIENCE—	Faculty of Arts and Science Courses and Subjects in Arts and Science Diploma Course in Computing and Data Processing
BUSINESS—	School of Business—Graduate Programme in Business Administration
CHILD STUDY—	Institute of Child Study
DENTISTRY—	Faculty of Dentistry Courses for Graduates in Dentistry Dental Hygiene
EDUCATION—	The College of Education Graduate Degrees in Education*
EXTENSION—	Degree Courses in Extension Certificate Course in Business Certificate Course in Public Administration Certificate Course in Criminology Evening & Afternoon Courses in the Liberal Arts Business and Professional Courses Correspondence Courses Pre-School Education
FOOD SCIENCES—	Faculty of Food Sciences
FORESTRY—	Faculty of Forestry
GRADUATE STUDIES—	School of Graduate Studies
HYGIENE—	School of Hygiene
LAW—	Faculty of Law
LIBRARY SCIENCE—	School of Library Science
MEDICINE—	Faculty of Medicine Division of Rehabilitation Medicine Division of Postgraduate Medical Education
MUSIC—	Faculty of Music The Royal Conservatory of Music School of Music Year Book General Syllabus Pianoforte and Theory Syllabus
NURSING—	School of Nursing
PHARMACY—	Faculty of Pharmacy
PHYSICAL AND HEALTH EDUCATION—	School of Physical and Health Education
SOCIAL WORK—	School of Social Work

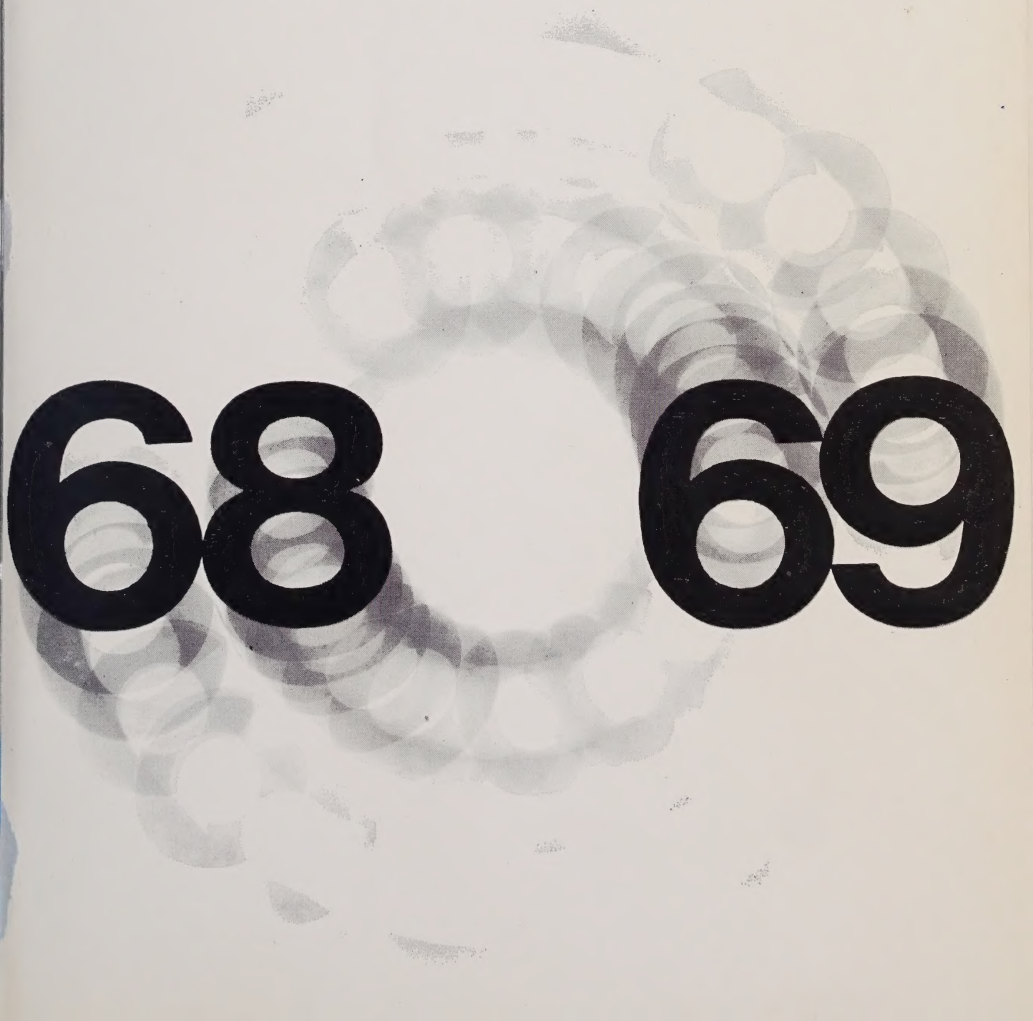
*Write to: Ontario Institute for Studies in Education, 102 Bloor Street West, Toronto 5, Ontario.

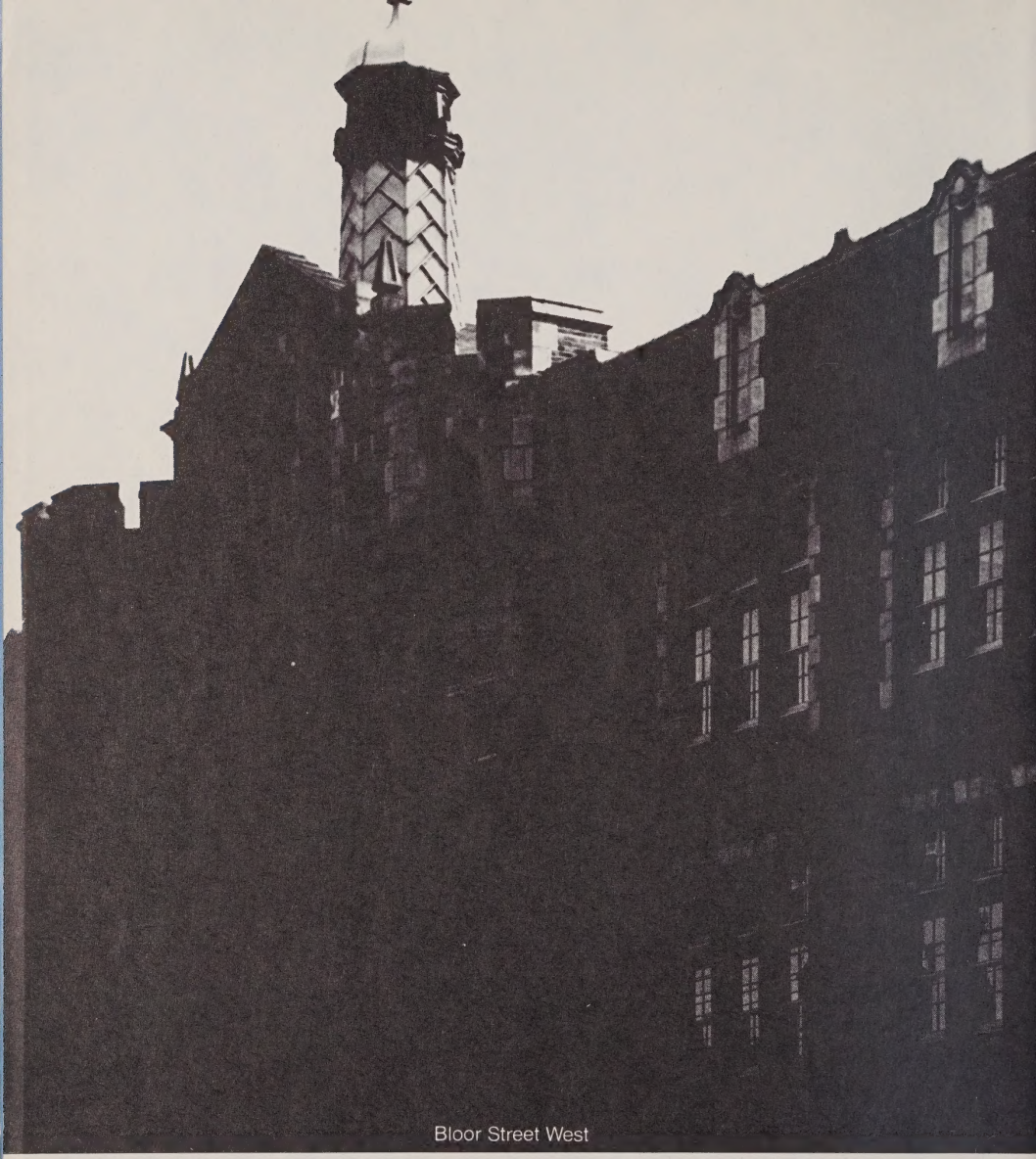
THE COVER PHOTOGRAPH WAS TAKEN
IN THE DATA PROCESSING ROOM,
BUSINESS AND COMMERCE DEPARTMENT,
THE COLLEGE OF EDUCATION.

The College of Education

University of Toronto

Calendar 1968 1969




Bloor Street West
The College of Education
Spadina Ave.
Harbord Street
Hoskin Ave.
Avenue Road
St George St.
Bay Street
Wellesley
Street
Yonge Street
College Street

The College of Education University of Toronto Calendar 1968 1969

In view of increasing costs of supplies and labour, fees, residence dues and other charges set forth in this calendar are subject to change by the Board of Governors.

Enquiries concerning courses at The College of Education should be addressed to the Registrar, The College of Education, 371 Bloor Street West, Toronto 5.

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When secondary education in Upper Canada was officially introduced in 1807, qualifications for teachers were ill-defined and professional training non-existent. Nevertheless, a surprising number of "educated gentlemen" found their way into the classrooms of the District Grammar Schools. Unfortunately, the supply of these superior pedagogues failed to keep pace with the growth of the province's population and the subsequent increase in schools. But in spite of the difficulties encountered, no serious attempt to provide teacher training was made for more than half a century.

Beginning in 1858, a number of experiments involving model schools and training institutes were conducted with the aim of improving the academic and professional qualifications of teachers. None of these endeavours met with widespread satisfaction.

In 1890, all such operations were abandoned with the founding of a provincial School of Pedagogy in Toronto. Seven years later, this institution was moved to Hamilton and renamed the Ontario Normal College.

In 1906, the training of secondary school teachers was modified drastically when Faculties of Education were organized at the University of Toronto and at Queen's University. In Toronto, the Faculty offered professional secondary school courses, elementary school courses, and postgraduate courses in Pedagogy. In order to improve the practical and experimental aspects of its programme, the Faculty established, in 1910, a practice school, the University of Toronto Schools.

This pattern of teacher training continued until after the close of World War I. In 1920, it came to an abrupt end when the Faculty of Education at Queen's was discontinued and the Faculty at Toronto was designated as the Ontario College of Education, University of Toronto.

During the period since its inception, the Ontario College of Education has expanded its programme, its services, its facilities and has added a number of important departments: the Guidance Centre, in 1945; the Vocational and Industrial Arts Department, in 1946; the Department of Advanced Academic Recommendation (now known as the Committee on Advanced Standing), in 1957. In 1966, the Departments of Graduate Studies and Research were transferred to the Ontario Institute for Studies in Education, so

that the activities of those Departments are now administered by the Institute.

In 1966, a new agreement for the operation of the Ontario College of Education was made between the Minister of Education and the University of Toronto, establishing a College Council and an Advisory Board. By the same agreement the name of the College was changed to *The College of Education.*

Today, The College of Education pursues its traditional task of training secondary school teachers and, in addition, produces a number of elementary school teachers and administers the University of Toronto Schools.

In 1965, the Althouse College of Education, affiliated with the University of Western Ontario, was opened at London, and, in 1967, the McArthur College of Education, affiliated with Queen's University, was established at Kingston.

Academic Calendar, Summer Session, 1968

July 2 to August 2	Business and Commerce Summer Sessions for Intermediate Accountancy, Secretarial, Marketing and Data Processing, Parts I, II and Specialist
July 2 to August 2	Commercial Vocational Five-Week Summer Session (C2)
July 2 to August 2	Commercial Vocational Five-Week Summer Session (C3)
July 2 to August 2	Commercial Vocational Completing Session (C2)
July 2 to August 2	Commercial Second and Third Summer Sessions for Commercial Vocational Teachers (C3)
July 2 to August 23	High School Assistants' Initial Eight-Week Summer Session
July 2 to August 16	High School Assistants' Completing Seven-Week Summer Session
July 2 to August 9	High School Assistants' Summer Session for Teachers with Professional Training
July 2 to August 9	High School Assistants' Type A Summer Session
July 2 to August 3	Home Economics Summer Session, Intermediate, Parts I, II and IV
July 2 to August 9	Home Economics Summer Session for University Graduates
July 2 to August 2	Industrial Arts, Elementary, Parts I and II Summer Session
July 2 to August 2	Industrial Arts, Intermediate, Parts I, II and III Summer Session
July 2 to August 2	Industrial Arts, Supervisor's, Parts I and II Summer Session
July 2 to August 2	Industrial Arts Specialist, Parts I, II and III Summer Session
July 2 to August 2	Occupational Type A, Parts I and II Summer Session
July 2 to August 9	Occupational Type B (Practical) Parts I and II of the trades course for men
July 2 to August 9	Occupational Type B (Practical) Parts I and II of the trades course for women
July 2 to August 16	Occupational Type B (Practical) Parts I and II of the Pedagogy course
July 2 to August 2	Physical and Health Education (Women) Summer Session, Intermediate, Parts I and II
July 2 to August 9	Physical and Health Education (Women) Specialist Summer Session
July 2 to August 2	Physical and Health Education (Men) Summer Session, Intermediate, Parts I and II
July 2 to August 9	Physical and Health Education (Men) Specialist Summer Session
July 2 to August 2	Physical and Health Education Special Summer Session for Teachers of Physical Education for Girls
July 2 to August 9	School Librarianship Summer Session, Intermediate, Parts I, II and Specialist
July 2 to August 16	Vocational Type B, Parts I and II Summer Session
July 2 to August 2	Vocational Type A, Parts I and II Summer Session

Academic Calendar, Winter Session, 1968-69

	Autumn Term, 1968 September 16 to December 20
September 16	Registration, 9 a.m.
September 16	Address by the President to the students of all faculties and schools at 2:00 p.m. in Convocation Hall
October 14	Thanksgiving Day
November 11	Remembrance Day
December 31	Last day for accepting applications for supplemental practical tests
	Winter Term, 1969 January 6 to April 3
January 20	Last day for receiving the second instalment of fees
January 31	Last day for accepting applications for supplemental written examinations
March 17	Easter Vacation
April 4	Good Friday
	Spring Term, 1969 April 8 to May 16
May 5 to 16	Final Examinations
May 30 to June 6	University Commencement

The University Administrative Officers 1967-68

President	C. T. Bissell, M.A., Ph.D., D. ès L., D.Litt., LL.D., F.R.S.C. (On leave, 1967-68 Session)
Acting President	J. H. Sword, M.A.
Vice-Provost and Executive Assistant to the President	D. F. Forster, B.A., A.M.
Assistant to the President	N. S. C. Dickinson, C.D., B.A.
Vice-President and Provost	M. St. A. Woodside, M.A., LL.D.
Vice-President (Health Sciences)	J. D. Hamilton, M.D., F.R.C.P.(C)
Vice-President (Research Administration)	G. de Robinson, M.B.E., B.A., Ph.D., F.R.S.C.
Chief Librarian	R. H. Blackburn, M.A., B.L.S., M.S., LL.D.
Executive Vice-President (Non-Academic)	A. G. Rankin, B.Com.
Vice-President (Administration)	F. R. Stone, B.Com., C.A.
Financial Analyst	G. L. Court, D.F.C., M.Com., C.A.
Secretary of the Board of Governors and Director of Administrative Services	D. S. Claringbold
Director of Physical Plant	F. J. Hastie, B.Sc., P.Eng.
Vice-President and Registrar	R. Ross, M.B.E., M.A.
Executive Assistant to the Vice-President and Registrar	W. Kent, M.A.
Director of Admissions	E. M. Davidson, B.A.
Director of Student Awards	Miss H. L. Reimer, B.A., B.Ped.
Special Officer (Secondary School Liaison)	J. R. H. Morgan, M.B.E., M.A., B.Paed., LL.D.
Director of Statistics and Records	J. H. Tusiewicz, M.A.Sc., M.B.A.
Director of University Health Service	G. E. Wodehouse, M.C., M.D., F.R.C.P.
Assistant Director of University Health Service—Women	Miss F. H. Stewart, B.A., M.D.
Acting Director of Placement Service	A. W. Headrick, M.A.
Director of International Student Centre	Mrs. K. Riddell, B.A.
Director of the Advisory Bureau	D. J. McCulloch, B.A., M.D., D.Psych., F.R.C.P.

Director of Housing Service	Mrs. M. G. Jaffary, B.A.
Director of University Extension	G. H. Boyes, M.A.
Director of University of Toronto Press	M. Jeanneret, B.A., LL.D.
Director of Information	K. S. Edey
Director of Alumni Affairs	J. C. Evans, B.A.
Director of Development	R. J. Albrant
Warden of Hart House	E. A. Wilkinson, B.A.
Director of Athletics and Physical Education—Men	W. A. Stevens, B.S.
Director of Athletics and Physical Education—Women (Acting)	Miss A. Hewett, B.Ed., P.E.

The College of Education Administrative Staff 1968-69

Dean	D. F. Dadson, B.A., B.Ed.
Assistant Dean	H. O. Barrett, C.D., B.A., D.Paed., F.O.T.F.
Director of the Department of Technical and Industrial Arts	A. W. Frizzell, B.A.Sc., P.Eng.
Assistant Directors of the Department of Technical and Industrial Arts	F. E. Mason, B.A. T. H. G. Luther, M.A., B.Ed.
Director of the Department of Business and Commerce	A. P. Seggie, B.A.
Director of Practice Teaching	J. W. Dodd, B.A.
Associate Director of Practice Teaching	D. J. Long, B.A.
Director of the Guidance Centre	M. D. Parmenter, M.A.
Director, Committee on Advanced Standing	J. S. Carlisle, B.A., B.Paed.
Assistant to the Director, Committe on Advanced Standing	A. J. Zimmerman, B.A., M.Ed.
Librarian	Miss M. Shortt, B.A., M.L.S.
Registrar	Miss A. A. L. Elliott, B.A.

Teaching Staff 1968-69
High School Assistants' Programme

Administration and Professional Practice

Professor	A. S. Nease, M.A.
Associate Professor	J. W. Greig, B.A., Ed.D.

Art

Professor	P. H. Taçon, M.A., B.Paed.

Business and Commerce

Professor	A. P. Seggie, B.A.
Associate Professor	G. A. Reid, B.Com., B.Ed., M.A.
Associate Professor	J. H. Dool, B.A.
Associate Professor	L. J. La Fave, B.Ed., M.B.A.

Classics

Professor	B. C. Taylor, M.A.

Economics and Political Science

Assistant Professor	J. D. Thexton, M.A.

Educational Media

Professor	D. A. Clee, B.A., M.Sc.

Educational Psychology

Professor	H. O. Barrett, C.D., B.A., D.Paed., F.O.T.F.
Associate Professor	S. L. Kong, B.A., M.Ed., Ph.D.
Associate Professor	V. Trott, M.A.
Assistant Professor	A. J. Zimmerman, B.A., M.Ed.

Elementary Education

Professor	G. E. Tait, B.A., B.Paed., Ed.D.

English

Professor	R. J. McMaster, B.A., B.Ed.
Professor	J. H. Stevens, M.A.
Associate Professor	J. W. MacDonald, M.A.
Associate Professor	C. H. Wall, B.A., B.Ed.
Assistant Professor	Mrs. Johan Aitken, M.A.
Assistant Professor	Miss Joan Laird, B.A.

Geography

Associate Professor	W. E. Sager, C.D., B.A.
Associate Professor	R. P. Baine, M.A.
Assistant Professor	Mrs. Una Elliott, M.A.

Guidance

Professor	M. D. Parmenter, M.A.
Assistant Professor	C. L. Bedal, B.A., M.Ed.

Health and Physical Education

Professor	J. H. Passmore, B.A., B.P.H.E., B.Ed.
Associate Professor	J. R. Life, B. P. H. E., M.Ed.
Assistant Professor	R. C. Goode, M.A.
Associate Professor	Miss Jean M. Stirling, B.A.
Assistant Professor	Mrs. Janet Armstrong, M.A.

History

Professor	A. D. Lockhart, M.A.
Associate Professor	J. C. Ricker, M.A.
Assistant Professor	G. Smith, M.A.

History and Philosophy of Education

Professor	J. M. Paton, M.A., D.Paed.
Professor	A. F. Skinner, M.A., B.Sc., Ph.D., F.E.I.S.
Assistant Professor	D. A. MacIver, B.A., M.Ed.
Special Lecturer	W. D. M. Long, Ph.D.

Home Economics

Associate Professor	Miss Helen Finnegan, B.A., M.S.
Assistant Professor	Miss Audrey Warner, B.A., M.Sc.

Mathematics

Professor	W. B. MacLean, M.A.
Professor	W. S. Sawyer, B.A., M.A.
Professor	K. O. May, B.A., Ph.D.
Associate Professor	D. L. Mumford, B.A.
Assistant Professor	D. W. Alexander, B.A., B.Paed.

Modern Languages

Associate Professor	R. J. Jones, B.A., Mus.Bac., A.R.C.T.
Associate Professor	G. A. Kirk, M.A., Dip.D'E.
Associate Professor	C. R. Theodore, M.A.
Special Lecturer in Russian	F. B. Johnson, B.S., M.A.
Special Lecturer in Italian	Mrs. M. Kuitunen, Dott. in Lett., M.A., Phil.M.
Special Lecturer in Russian	Mrs. G. J. Leech, Doc. phil.
Special Lecturer in French	Mme. M. Léon, L. ès L., D.E.S.

Music

Associate Professor	K. I. Bray, Mus.Bac., M.M.

Psychology and Sociology

Associate Professor	V. Trott, M.A.

School Librarianship

Associate Professor	Miss Margaret Scott, B.A., B.L.S.
Assistant Professor	Miss Fay Blostein, B.A., B.L.S.

Science

Professor	A. H. Louden, B.A., B. Paed.
Associate Professor	R. G. Casson, B.Sc.
Assistant Professor	W. A. Andrews, M.Sc., B.Ed.

Theatre Arts

Professor	J. W. Dodd, B.A.
Lecturer	Miss E. Crampton, L.U.D., C.S.T.D., I.P.C.

Administration and Professional Practice

Professor	A. S. Nease, M.A.
Associate Professor	J. W. Greig, B.A. Ed.D.

Educational Psychology

Associate Professor	T. H. G. Luther, M.A., B.Ed.

English

Associate Professor	C. H. Wall, B.A., B.Ed.
Assistant Professor	G. R. Burfield, B.A.
Special Lecturer	Miss J. Laird, B.A.

History of Vocational Education

Assistant Professor	G. R. Burfield, B.A.

Industrial Arts

Associate Professor	T. H. G. Luther, M.A., B.Ed.
Associate Professor	E. P. Emerson, B.A., M.Ed.
Assistant Professor	R. W. Wilson, B.Sc., M.I.E.E.
Assistant Professor	R. Sramek, B.A.
Lecturer	C. Otto
Lecturer	A. Jameson
Lecturer	P. J. Briggs

Principles of Teaching

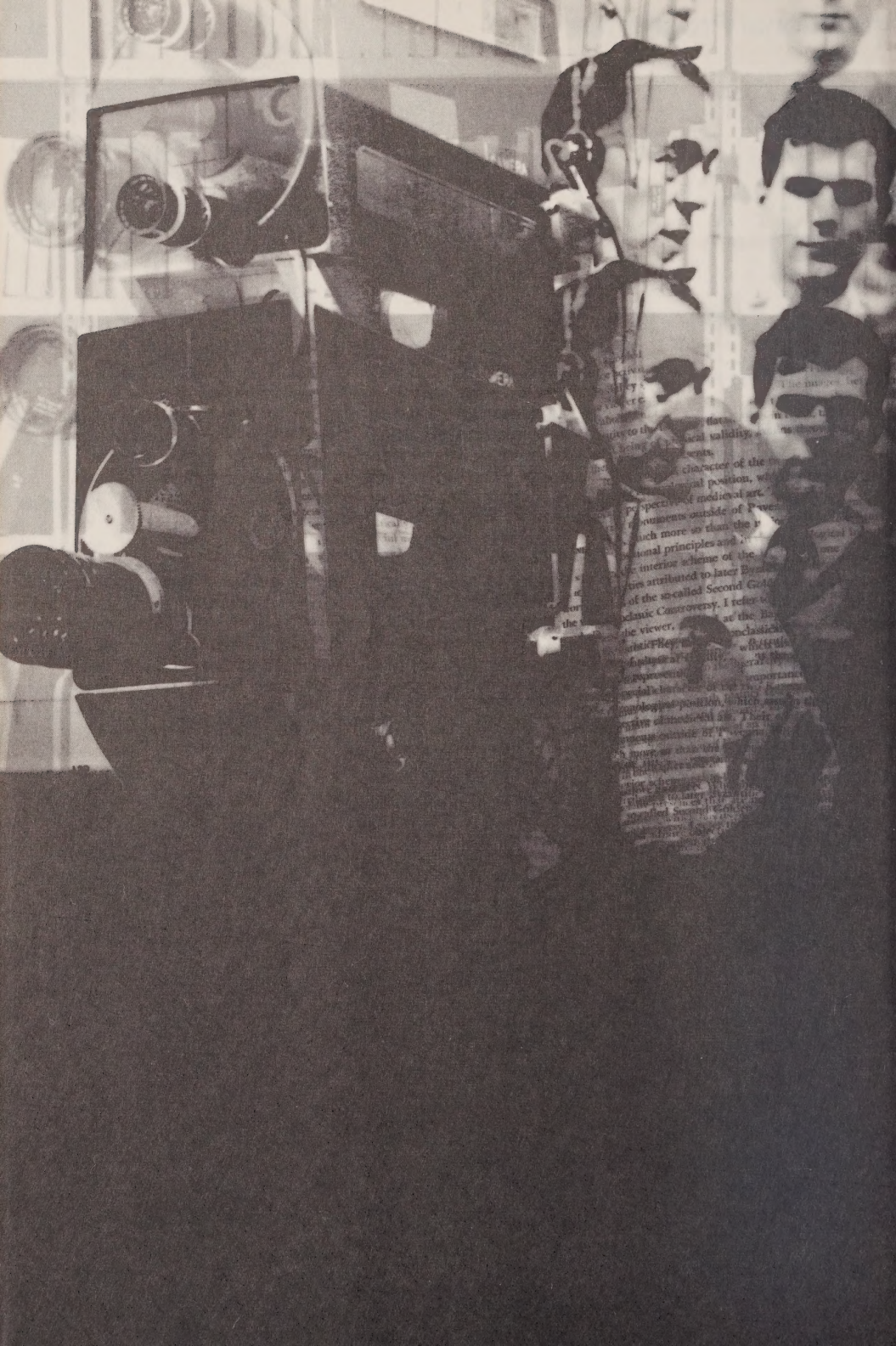
Professor	A. W. Frizzell, B.A.Sc., P.Eng.
Professor	F. E. Mason, B.A.
Associate Professor	D. J. Long, B.A.
Assistant Professor	W. J. Watson, B.A.
Lecturer	A. Gaydos, B.A.
Lecturer	H. J. Taylor

Technical Subjects

Associate Professor	D. J. Long, B.A.
Assistant Professor	W. J. Watson, B.A.
Lecturer	C. Otto
Lecturer	H. J. Taylor

Technical Proficiency Examinations

Director	E. Gascoigne, P.Eng.



1. Facilities

Students registered for courses in The College of Education may use the University's athletic facilities and Hart House, under such conditions as obtain with other students. They will also be admitted free to the Royal Ontario Museum, Bloor Street, and to the Toronto Art Gallery, Dundas St., from 9 a.m. to 5 p.m., on presentation of their Admit to Lecture cards.

The College of Education Library

The College of Education Library provides service for faculty and students in The College of Education and also constitutes the collection in the field of education for the University of Toronto as a whole. It consists of approximately 50,000 volumes (books and bound journals) as well as an Audio Visual collection which includes pictures, recordings and filmstrips. The Library subscribes to some 500 periodicals.

In addition to its loan collection, the Library offers reference services for students as well as faculty, and maintains a general reference collection in addition to specialized bibliographical and research tools in the field of education. The Reference Room houses a special collection of Early School Texts.

Students attending The College of Education are also entitled to use the University of Toronto Library and other departmental libraries. The Library also provides continuing service to graduates of the College.

Housing Service

For the convenience of those students who are not able to find accommodation in the University and College residences, the University maintains a listing of rooming houses, flats, apartments and homes. Information on these rooms may be obtained through the Housing Service office at 134 St. George St., Toronto 5.

Off-campus housing of this nature is not subject to University regulation; however, every effort is taken to make the information on the accommodation as complete as possible and students are encouraged to assist in this effort by reporting on the quality of the accommodation that they have occupied.

A limited amount of accommodation is offered in exchange for part-time services such as housekeeping or babysitting.

The University Health Service

Facilities:
Health Service (Men), 256 Huron Street, 928-2459
Health Service (Women), 256 Huron Street, 928-2456

Any student may consult a Staff Physician at the Health Service

9 a.m. to 5 p.m., Monday to Friday, and 9 a.m. to 12:30 p.m. (Men) and 12 noon (Women) Saturday, while the University is in session.

The University does not accept any responsibility for injuries sustained by students while engaged in physical education classes or in university athletic activities, but through the Health Service provides for treatment within the following limits: minor injuries are treated at its offices; treatment for more serious injuries will be provided if such treatment is given under direction and care of staff retained by the Health Service. Treatment is limited to students who suffer accidents while engaged in and which arise out of University physical education classes and athletic activities.

2. Programme of the One-year Session to be offered in 1968-69

One-year Session 1968-69

The College of Education will offer programmes during the One-year Session, 1968-69, leading to the following Department of Education certificates:

1. Interim High School Assistant's certificate, Type B
2. Interim High School Assistant's certificate, Type A
3. Art—(Part I of the programme for the Intermediate certificate in Art)
4. Business and Commerce—(Programmes leading to the Intermediate and Specialist certificates in Accountancy, Secretarial, Marketing or Data Processing)
5. Elementary School—(Programme leading to the Interim Elementary School Teacher's certificate)
6. Guidance—(Programme leading to the Elementary certificate in Guidance)
7. Home Economics—(Programme leading to the Intermediate certificate in Home Economics)
8. Industrial Arts for High School Assistants—(Programme leading to the Intermediate certificate in Industrial Arts)

9. Music—(Part I of the programme leading to the Intermediate certificate in Vocal and Instrumental Music)

10. Physical and Health Education—(Parts I and II of programmes leading to the Intermediate course leading to the Specialist certificates)

11. School Librarianship—(Part I of the programme leading to the Intermediate certificate in School Librarianship)

12. Theatre Arts—(Programme leading to the Theatre Arts certificate)

13. Occupational, Type B, programme

14. Occupational, Type A, programme

15. Vocational, Type B, programme

16. Vocational, Type A, programme

17. Industrial Arts—(Programmes leading to the Intermediate and Specialist certificates)

3. Ontario Secondary School Certificates

1. The basic certificate is the Interim High School Assistant's certificate, Type B. This certificate qualifies the holder for five years as an assistant teacher. It may become a Permanent High School Assistant's certificate upon completion of two years' successful teaching experience in a secondary school in Ontario.

For Academic and General Subjects

2. Endorsement of the High School Assistant's certificate, Type B, is possible under the following conditions:
A candidate who has obtained second class standing or better in approved university courses to a total of 15 credits in one secondary school academic subject, or 24 credits (12 credits in each) in two related academic subjects, and who completes a year of successful teaching subsequent to the date of his

Type B certificate in such subject(s) is eligible for endorsement of his Type B certificate. A candidate must apply to the Committee on Advanced Standing, The College of Education, University of Toronto, for approval of his credits and subsequently to the Registrar, Department of Education, 44 Eglinton Avenue West, Toronto 12, for endorsement.

3. The higher certificate is the Interim High School Assistant's certificate, Type A. This certificate qualifies the holder for five years as an assistant teacher. It may become a Permanent High School Specialist's certificate (which qualifies the holder to become head of a Department in a secondary school) upon the completion of two years' successful teaching experience in Ontario on which the applicant has been graded as above average in the subject or subjects covered by the certificate.

For Vocational Subjects

1. The basic certificate is the Interim Vocational Certificate, Type B. This certificate qualifies the holder for five years as a teacher in the Vocational Subject designated on his certificate. A Permanent Vocational certificate, Type B, may be requested of the Department of Education upon the completion of two years' successful experience in a secondary school in Ontario.

2. The higher certificate is the Interim Vocational Certificate, Type A. This certificate qualifies the holder for five years as a teacher in the Vocational subject designated on his certificate. A Permanent Vocational Specialist's certificate, Type A, may be requested of the Department of Education upon the completion of two years' successful experience in Ontario in the subject designated on the certificate. This certificate may qualify the holder to become a Technical Director in a secondary school.

For Occupational Subjects

1. The basic certificate is the Interim Occupational certificate, Type B (Practical). This certificate qualifies the holder for five years as a teacher in Occupational subjects. A Permanent Occupational certificate, Type B, may be requested of the Department of Education upon the completion of two years' successful experience in a secondary school in Ontario.

2. The higher certificate is the Interim Occupational certificate Type A. This certificate qualifies the holder for five years as a teacher in Occupational subjects. A Permanent Occupationa

Specialist's certificate, Type A, may be requested of the Department of Education upon the completion of two years' successful experience in Ontario. This certificate may qualify the holder to become a Director in an Occupational Department.

For Industrial Arts

1. The basic certificate is the Interim Intermediate Industrial Arts certificate. This certificate qualifies the holder for five years as a full time teacher of Industrial Arts up to and including Grade 10. A Permanent Intermediate Certificate may be requested of the Department of Education upon completion of two years' successful experience in a secondary school in Ontario.

2. The higher certificate is the Interim Specialist Industrial Arts Certificate. This certificate qualifies the holder for five years as a teacher of Industrial Arts up to and including Grade 12. A Permanent Specialist Industrial Arts certificate may be requested of the Department of Education upon the completion of two years' successful experience in Ontario in Industrial Arts teaching. This certificate may qualify the holder to become the head of an Industrial Arts Department in a Secondary School.

For Business and Commerce Subjects

1. The basic certificates to teach Business and Commerce Subjects are:
   (a) A High School Assistant's certificate, plus
   (b) an Intermediate certificate in Accountancy, Data Processing, Marketing, or Secretarial.

   Students may proceed to qualify for certification in a number of ways:

   A candidate for the High School Assistant's certificate, Type B, One-year Session, may select his two options as follows:

   (i) A double Business and Commerce option will qualify a candidate for the Interim Intermediate certificate in one of—Accountancy, Data Processing, Marketing or Secretarial.

   (ii) A single Business and Commerce option plus one academic option will qualify a candidate for the Interim Intermediate, Part I, statement in his chosen field.

   A person who holds a teaching certificate valid in an Ontario secondary school may take a series of two summer courses covering the work of Part I and Part II of the Intermediate certificate in one of—Accountancy, Data Processing, Marketing

or Secretarial.

2. The Interim Commercial Vocational, Type B, certificate (Commercial Subjects named):
   This certificate may be obtained by completing successfully a two- or three-year sequence, depending upon qualification, of summer courses in the Commercial Vocational Summer programme.
   The holder of the certificate is entitled to teach for five years after completion of the third summer course. The certificate may be made permanent by a satisfactory record of teaching and completion within five years of half the credits toward an acceptable university degree.

3. The Interim Specialist certificate in Accountancy, Data Processing, Marketing or Secretarial.
   This certificate may be obtained by completing an additional five subjects beyond the Intermediate certificate requirements through Summer Sessions.
   The Specialist certificate in Accountancy, Data Processing, Marketing or Secretarial may be obtained during the Winter Session at The College of Education.

Any Department of Education certificate, when first awarded, is an interim certificate made permanent after a period of successful teaching as defined in regulations of the Department.

4. Extension of Jurisdiction of Ontario Basic Teaching Certificates—Elementary and Secondary

The holder of a Permanent Elementary School Teacher's certificate, Standard 4, may, upon accepting a contract from a board to teach in the grades of a secondary school, be granted an Interim High School Assistant's certificate, Type B.
The holder of a Permanent High School Assistant's certificate may, upon accepting a contract from a board to teach in the grades of an elementary school, be granted an Interim Elementary School Teacher's certificate, Standard 4.

5. Committee on Advanced Standing

The Committee on Advanced Standing gives rulings on academic standing to candidates who are seeking endorsement of the High School Assistant's certificate, or who are applying for admission to a course leading to a High School Assistant's certificate, Type A. Candidates for endorsement, or Type A admission, may apply to this office for approval of university courses to be used for credits toward completing academic requirements.

Written enquiries should be addressed to the Director, Committee on Advanced Standing, The College of Education, 371 Bloor Street West, Toronto 5.

6. Letter of Standing, Secondary School

A Letter of Standing which entitles the holder to teach in an Ontario secondary school for one year will be granted by the Minister of Education to a university graduate from any country who can meet the following conditions:

(a) that his university transcripts indicate that the holder has met the academic requirements applicable to Ontario graduates;

(b) that his professional training fulfils the requirements of the Ontario Department of Education;

(c) that a candidate from outside Canada may be required to meet the Special Committee in the Department of Education;

(d) that he is either a Canadian citizen or has landed immigrant status, or has applied for Canadian citizenship.

An application for a Letter of Standing must be forwarded to: The Letters of Standing Officer, Ontario Department of Education, 44 Eglinton Avenue West, Toronto 12.

On the statement of the Principal that the candidate has taught successfully for one year under the authority of a Letter of Standing, he may be recommended by the Area or Municipal Superintendent concerned for the Interim High School Assistant's certificate, Type B.

7. Attendance, Medical, and Language Regulations

Regular attendance on the part of candidates for provincial certificates is indispensable, except for such as are exempt from attendance under the regulations of the Department of Education, and for such as are permitted by the Dean to act, after Christmas, for not more than a total of one week, as occasional teachers in the schools of Ontario.

Students who are unduly deficient in scholarship, or whose attendance or progress is unsatisfactory, may be refused admission or dismissed from attendance by the Council of the College at any time during the session.

Any applicant may be required to submit evidence of facility in English. One of the following is acceptable:

(a) Standing in English Composition in Ontario Grade XIII, or other certificates recognized by the University of Toronto as equivalent.

(b) The Certificate of Proficiency in English issued by the University of Michigan, or satisfactory achievement in the University of Michigan English Language Test. (Details regarding the foregoing may be secured from the Registrar, The College of Education.)

The University is prepared to consider other evidence that may be submitted to the Registrar of the University for evaluation.

On the Dean's report to the Minister of Education as to the physical unfitness of a student for training for a provincial certificate as a teacher, the Minister may require a special medical examination of such student and, as a result thereof, may direct that he be dismissed from attendance.

8. Fees

For the High School Assistants' Programme, Type B, and Vocational and Industrial Arts Programmes of the Winter Session.

Academic Fee	Men $200, Women $200
Incidental Fees	Men $53, Women $28
Total Fee (if paid in one instalment)	Men $253, Women $228
First Term Instalment due October 1	Men $153, Women $128
Second Term Instalment due January 20	Men $103, Women $103

The Academic Fee (which includes the examination and University Library fees) and the Incidental Fees are to be paid to the *University of Toronto* according to instructions on the Fees Form obtained from the Registrar.

The fee for students attending the Session after Christmas is $100 plus incidental fees.
Incidental Fees include the following fees:
For men—Hart House; Students' Administrative Council; Athletic; Health Service; and such medical examinations as may be required for admission to the College.
For women—Students' Administrative Council; Athletic; Health Service; and such medical examinations as may be required for admission to the College.
A late registration fee of $10 will be assessed against any student who registers after the last date for normal registration in his or her faculty or school.
An additional charge of $3 is made for payment of fees in two instalments.
After January 20, an additional deferred payment fee of $3 per month shall be imposed until the whole amount is paid.
There is no additional fee for the High School Assistants' course, Type A, or for a course leading to an additional certificate when taken concurrently with the High School Assistants' Programme, Type B.

For Supplemental Examinations:

Fee for examination in one subject of any course when repeated in a subsequent Session	$10

For Summer Courses:

High School Assistants' Initial Eight-Week Summer Session	$155
High School Assistants' Completing Seven-Week Summer Session	$80
Summer Session for Teachers with Professional Training	$155
Type A Seminars, Summer Session	$75

Business and Commerce

Intermediate, Parts I and II, each	$50

Specialist	$50
Commercial-Vocational, each	$75
Commercial examinations, per subject	$10

Intermediate Home Economics Summer Sessions:

Intermediate, Parts I, II and IV, each	$50
Intermediate for graduates	$75

Industrial Arts Summer Sessions:

Elementary, Parts I and II	$50
Supervisors, Parts I and II	$50
Intermediate, Parts I, II and III each	$50
Specialist, Parts I, II and III, each	$50

Vocational and Occupational Summer Sessions:

Type B for holders of H.S.A., Type B, or Elementary Teaching certificates	$50
Type B, Parts I and II, each	$120
Type A, Parts I and II, each	$50
Occupational Trades	$50

School Librarianship Summer Session:

Intermediate, Parts I and II, each	$50
Specialist	$75

Physical and Health Education Summer Session:

Men, Intermediate Parts I and II, each	$50
Men, Specialist	$75
Women, Intermediate Parts I and II, each	$50
Women, Specialist	$80
Special Course for Teachers of Physical and Health Education for Girls	$50

The incidental fees required for students in the regular session shall not be required of students in these summer sessions.

9. Supplemental Examinations

No candidate will be permitted to take more than twice any final examination, or part thereof, for any certificate listed in this calendar, except by permission of the Revising Board.

Appeals. The answer papers of the final examinations of all unsuccessful candidates for provincial certificates are re-read by the examiners, and the results of the first reading reconsidered before a decision to reject is reached. Despite this fact, any unsuccessful candidate for an interim certificate may have his case considered a third time if, within two weeks after the announcement of the results, he lodges with the Council of the College his appeal, with a statement of the grounds on which it is based, and with a fee of $10 in the form of a certified cheque or money order payable to the University of Toronto. The fee will be refunded if the appeal is sustained.

10. Scholarships, Prizes, Bursaries, Loans

As the value of an endowed scholarship or prize is dependent on the actual income of the fund, it is possible that the value of certain scholarships and prizes at the time of payment may be less than the amount stated in the calendar.

In those cases where the amount of the award is not payable from income earned on a endowed fund, payment will be dependent on the receipt of the amount of the annual award from the donor.

The William Pakenham Fellowship in Education

The late William Pakenham bequeathed to the University of Toronto the residue of his estate to be used as the governing body of the University may direct in behalf of the activities of The College of Education.

Accordingly, a Fellowship in Education has been established for advanced work either in the University of Toronto or in some other university approved by the Senate. The Fellowship shall be awarded at such intervals and have such value (usually $2,000) as the Senate on the recommendation of the Council of The College of Education may from time to time determine. Applicants must be residents of Ontario, holding a Bachelor's degree and a teacher's certificate valid in a Canadian province, and must submit a record of professional experience and evidence of ability to make a contribution to education in Canada as a result of further work.

An application form may be obtained from the Registrar, The College of Education.

The Hugh W. Bryan Memorial Prize of the Ontario Secondary School Teachers' Federation

The Ontario Secondary School Teachers' Federation has founded an annual scholarship of the value of $100 in memory of a former President of the Federation, Dr. Hugh W. Bryan. The prize will be awarded by the Scholarship Committee of the Federation, at the close of each session and after the receipt of a report from the Council of The College of Education, to the student in regular attendance throughout the session in the High School Assistants' Course who has shown "the most outstanding qualities of scholarship, teaching ability, and character."

The Pakenham Memorial Prize

As a memorial to Dr. William Pakenham, Dean of The College of Education from 1907 to 1934, the teachers of Ontario have founded an annual Memorial Prize of the value of the interest on $1,000. The Prize will be in the form of books stamped with the Coat of Arms of the University of Toronto, and will be awarded to the student who obtains the highest standing, as reported in the annual returns of the College, in the subjects of Part I of the High School Assistants' Course, Type B, and in Practice Teaching.

The John Thomas Crawford Memorial Scholarship

Mrs. J. T. Crawford has established an annual scholarship of $150 in the University of Toronto in memory of her husband, the late Professor John Thomas Crawford.

The scholarship, known as the John Thomas Crawford Memorial Scholarship, will be awarded to the candidate in the honour course in Mathematics and Physics in the University of Toronto who stands highest in the final examinations of the fourth year among those who proceed to The College of Education, University of Toronto. The Scholarship will be paid on the successful completion of the fall term of The College of Education.

If no graduate of the Mathematics and Physics course attends the College, the highest qualified candidate from the Physics and Chemistry course or from the Engineering Physics course, taken in that order, will be awarded the scholarship when other conditions are satisfied.

The Polymer Corporation Scholarship in Science and/or Mathematics

The Polymer Corporation Limited of Sarnia, Ontario, has established a scholarship of $750 to increase the supply of teachers qualified to teach Science or Mathematics in secondary schools. The applicant must be a resident of the Province of Ontario who has graduated in the past five years with a degree in Arts or Science from a Canadian university. The applicant must have Canadian citizenship or have declared intent to obtain this. Candidates must be prepared to teach Mathematics and/or Science in a secondary school in Canada upon completion of the 1968-69 regular session of The College of Education, University of Toronto. Application forms are available from the Registrar, The College of Education, 371 Bloor Street West, Toronto 5, or from the Secretary, Scholarship Committee, Polymer Corporation Limited, Sarnia, Ontario. Completed applications must be received not later than April 5, by the Secretary, Scholarship Committee, Polymer Corporation Limited.

The Confederation Life Association Scholarship in Mathematics or Mathematics and Physics

The Confederation Life Association has established a scholarship of $500 to attract honour graduates in Mathematics or in Mathematics and Physics into the teaching profession. The applicant must be a graduate of a Canadian university and must agree to attend the 1968-69 session of The College of Education, University of Toronto, to qualify for a Type A certificate in Mathematics or Mathematics and Physics.

Application forms are available from the Registrar, The College of Education, 371 Bloor Street West, Toronto 5, or from the Head of the Department of Mathematics or Physics at the student's

university.
The completed application forms must be received by the Registrar, The College of Education, University of Toronto, before April 4.

The Anne W. Cameron Memorial Award

The Home Economics Section, Ontario Educational Association, has established scholarships in memory of the late Miss Anne W. Cameron, Inspector of Home Economics, Ontario Department of Education, as follows:
An award of $200 annually to a graduate from an Honour Course in Home Economics in an Ontario university who attends The College of Education, University of Toronto, to obtain a High School Assistant's Certificate, Type A, Home Economics.
An award of $100 annually to a student enrolled at either The College of Education, University of Toronto, or the Toronto Teachers' College in a course leading to the Intermediate Certificate in Home Economics. These awards will be made on the basis of scholastic achievement prior to entrance to a teacher training institution. Applications, including a transcript of the college record, should be sent to the permanent chairman, Anne Cameron Memorial Award, Miss Marion Penhale, George Harvey Secondary School, 1700 Keele Street, Toronto.

Ontario Colleges of Education Fellowships

Province of Ontario fellowships in the amount of $500 are available to full-time students in the High School Assistants and Technical and Industrial Arts Departments who are candidates for Department of Education certificates. No application for the fellowship is necessary.

Canada Student Loans Plan

This Plan, instituted by the Federal Government in 1964, was introduced to provide loans to supplement the resources of a student and/or the parents where, in the absence of such aid, a student would be unable to pursue a post-secondary education.
A student should apply for a loan under this Plan for only the funds needed, over and above those from his own resources and/or those of his family, to enable him to continue his studies. The institution to which application is made will determine the amount of loan required in each case.
Borrowers under this Plan are required to repay principal and to pay interest, but no payments are required so long as the student is in full-time attendance at an eligible institution and for six months thereafter. Interest charges during this period are

paid by the Federal Government who also guarantees the loan principal. After the interest-free period, repayment of principal and simple interest charges at 5¾% on the outstanding balance are required in regular monthly payments to the bank from the borrower. The maximum amount which may be advanced under this Plan to one student is $1,000 in one year (ending June 30). The maximum total indebtedness under this Plan is $5,000.
Application should be made in the first instance to the Registrar, The College of Education. When a loan is approved, the institution will issue a Certificate of Eligibility which authorizes the student to make arrangements for the loan with any branch of any chartered bank in Canada.

1. Student Affairs

Students' Council

The members of the student body of The College of Education are drawn from most of the colleges and universities located across Canada. In addition, many students derive from American or European seats of higher learning.
This diversity of student background, together with the fact that the students are brought together for only a one-year course, renders difficult an effective co-ordination of student life at the College.
Student activities and hence student morale are influenced greatly by the industrious Students' Council of the College. The Council's functions embrace many facets of life about the College — social, dramatic, journalistic, and extra-curricular.
Of prime importance, too, is the fact that the Council participates actively in policy-making. Several of its members represent the voice of the student body in the regular meetings of the Staff-Student Committee.

The Staff-Student Committee

Approximately twice a month, informal meetings of the Staff-Student Committee are held. The student representatives are chosen by the Student Council of the College and staff members are appointed by the Dean.
The Committee may discuss any matter concerning the student's programme or welfare and submit recommendations to the Dean.

One-year Programme for the High School Assistant's Certificate, Type B

12. Admission Requirements

Except as provided below, an applicant for admission to the programme for an Interim High School Assistant's certificate, Type B, shall make application not later than August 31, to the Registrar of The College of Education on an official form to be obtained from the Registrar, and must submit with this application:
A certificate of birth. (If not born in Canada, a certificate from a competent authority that he is a Canadian citizen, or has landed immigrant status, or has applied for Canadian citizenship. An applicant must be at least 20 years of age before October 1 of the year in which he applies for admission.)
His transcript in duplicate and certificate of graduation as Bachelor or Master of Arts, Bachelor or Master of Science, Bachelor of Commerce, Bachelor of Applied Science, Bachelor of Household Science, Bachelor of Music, or Bachelor of Physical and Health Education, or other acceptable degree from a university, after a regular university course, approved as to admission requirements and as to content of the undergraduate courses.

Qualifications Required

(a) The degree programme must include at least 45 credits in Arts, Science, or Commerce subsequent to Grade XIII (or equivalent). The definition of credit is derived from the basic assumption that there are approximately 60 credits in a four-year course. From this, it follows that 15 credits is equivalent to a university year; and a credit may be defined as one-fifteenth of a university year. Two laboratory hours throughout the year also constitute a credit. Not more than two credits are allowed for a laboratory course.

(b) To elect an option the candidate must support his choice with at least 2 courses (6 credits) in the subject field forming part of the 45 credits, except in the case of (d) (ii), (iv), (v), and (vi) below.

(c) (i) the candidate must choose *one* option from:
English, French, Geography, History, Latin, Mathematics, or Science.

(ii) notwithstanding (i) a double option may be taken in Business and Commerce.

(d) the candidate may choose as his second option:

(i) a second option from *(c)* (i) or German, Greek, Italian, Russian, Spanish, or

(ii) one of the following for which notwithstanding *(b)*, no

previous university background is required:
Business and Commerce, Elementary School, Industrial Arts School Librarianship, Physical and Health Education, Theatre Arts, or

(iii) one of Art, Music (Instrumental or Vocal), provided that the candidate has 6 university credits or background which the Dean considers satisfactory for admission, or

(iv) one of the following, provided that the candidate has at least 9 credits: Economics, Geology, Political Science, or Psychology and Sociology, or

(v) Home Economics may be chosen as the second option by candidates possessing a variety of background. See Section 20

(vi) By permission of the Dean, Guidance may be chosen as a second option with the understanding that Part I of the Intermediate Certificate in Guidance (currently referred to as the Elementary Certificate) will be granted only after the completion of one year of successful teaching experience.

For admission to this session, candidates must have a minimum of fifteen credits in Psychology, Sociology, Economics or related fields, and at least six of these credits must be in Psychology. Part or full-time experience in business and industry, counselling personnel or social work would be to the candidate's advantage. It should be noted that the listing of this programme does not guarantee that it will be available to all qualified applicants. Enrolment may have to be limited depending on student demand, availability of staff and adequacy of accommodation.

Admission of Foreign Students

Foreign students and others *who are not candidates for a certificate of the Ontario Department of Education* must comply with such conditions of admission as the Council of The College of Education may determine.

13. Pre-College Observation Period

All those who intend to become students in the One-year Programme of The College of Education are strongly advised to apply to the principal of a convenient secondary school for permission to spend a period of observation of school organization, daily routine and teaching techniques at the secondary school level. This period of a few days' duration prior to the opening of the College term is of genuine value to prospective teachers in acquainting them with problems of administration, instruction and orientation at the beginning of the school year.

14. Programme of Studies, One-year Session

The course of training leading to the High School Assistant's certificate, Type B, consists of two parts as follows:

PART I: Professional Courses.
Administration and Professional Practice
Educational Psychology
History and Philosophy of Education
Seminar in Education

Courses in the curriculum, principles and procedures of teaching *two* subjects. Normally the candidate will be required to choose at least one of the following:

(a)
English
French
Geography
History
Latin
Mathematics
Science

(b) The candidate may choose as his second option one listed above, if not previously chosen, or one of the following:
Art*
Business and Commerce*
Economics
Elementary School*
Geology
German
Greek
Guidance*
Home Economics*
Industrial Arts*
Italian
Music*
Physical and Health Education*
Political Science
Psychology and Sociology
Russian
School Librarianship*
Spanish
Theatre Arts*
*These options lead to an additional certificate (See Section 20).

(c) Notwithstanding *(a)* and *(b)* both options may be taken in Business and Commerce.

(d) Part II of the Intermediate Course in Physical and Health Education or the Specialist Course in Physical and Health Education may be taken as a third option under conditions outlined in Section 21.

(e) With permission of the Council of The College of Education a student may take a third option from those already named, or a graduate or undergraduate course related to one of his other two options in another division of the university provided that suitable arrangements can be made with the university departments concerned and that there is no conflict with practice teaching. A candidate permitted to take a university course will become subject to the regulations and standards of the Faculty or School for admission to and successful completion of his course. Tuition fees of candidates permitted to take university courses as Special Students will be paid by The College of Education. A candidate wishing to take a university course should make arrangements through the College office well in advance of the opening day of the College.

(f) A candidate for High School Assistant's certificate, Type A in selecting his subjects from those listed above, must include the corresponding subject or subjects of the High School Assistant's Programme, Type B.

(g) German, Spanish, Greek, Russian and Italian may be chosen only by a candidate for the High School Assistant's certificate Type A, except by permission of the Dean.

(h) A candidate should not choose French unless he has oral proficiency in the language, and has a thorough knowledge of phonetics, French grammar, and syntax.

(i) A candidate for the High School Assistant's certificate, Type A in Political Science and Economics may choose both of these subjects of the High School Assistants' Programme, Type B, provided that he chooses a third subject from the subjects listed in *(a)*.

PART II: Observation and Practice Teaching.

A student will be required to attend provincial schools for Observation and Practice Teaching for nine or ten weeks during the

session. A student who is absent from regular practice teaching weeks may be required to do make-up assignments later in the session.

15. Standards for Recommendation of Interim Certificates

The final standing of students will be determined by the combined results of term work and of the final examinations in the subjects of Part I, and by the record of Observation and Practice Teaching of Part II. If the candidate's examination papers show that his academic knowledge is unsatisfactory, he may be failed on this ground alone.

A student who obtains 50% of the marks in each of the required subjects of Part I and an average mark of 50% in each of the divisions of Part II may be recommended by the Council of The College for an Interim High School Assistant's certificate, Type B.

A student who passes in Part II and fails in not more than two of the required subjects of Part I, of which only one may be a course in the principles and procedures of teaching, will be exempted from further attendance. All other students who have failed to obtain the necessary final standing will be required to attend another regular session, or a regular session from January to May or the two special summer courses leading to the Interim High School Assistant's certificate, Type B.

16. Supplemental Examinations

Candidates who failed at an examination under former regulations and were exempted from subsequent attendance at The College of Education will take, not later than a date determined in each case by the Minister of Education, the final examination papers as prescribed herein, but their standing will be determined in the subjects as constituted under the regulations when they first wrote.

Candidates exempt from attendance may write their supplemental examinations:

(a) in May at The College of Education, Toronto, or at one of the Provincial Teachers' Colleges outside of Toronto or, in the case of candidates who live in Provincial Districts, at approved local centres. Application for written examinations must be made by January 31. This regulation applies to both Type B and Type A candidates;

(b) in August at The College of Education at the end of the Completing Seven-Week Summer Session. Application must be made by June 24;

(c) in August at the centre where the Six-Week Summer Session for Teachers with Professional Training is held. Application must be made by June 24;

(d) in August at the end of the Completing Seven-Week Summer Session or the Six-Week Summer Course for Teachers with Professional Training after attendance in a subject of the course. Application for admission to one subject of a summer course must be made by June 24.

Type A candidates exempt from attendance will take their supplemental practical tests at The College of Education, or in special cases at approved local centres. Application for practical tests must be made by December 31.

Should a student fail a second time in either or both of his supplemental examinations, he may be admitted to the Completing Seven-Week Summer Course in 1969 with the same options, or to the Summer Course for Teachers with Professional Training in a subsequent year, choosing different options if he so wishes, or he may be asked to withdraw from teaching altogether at the direction of the Revising Board.

A candidate will not be permitted to attend a Type A Summer Seminar in the same year as he has written a Type A supplemental examination.

7. Conditions of Admission

Applicants for admission to a programme for the High School Assistant's certificate, Type A, shall be applicants for admission to the course for the High School Assistant's certificate, Type B. No candidate will be awarded a High School Assistant's certificate, Type A, *before* he has been awarded a High School Assistant's certificate, Type B.

A candidate for a High School Assistant's certificate, Type A, shall comply with the conditions for admission prescribed in Department of Education Circular 649.

Academic Requirements for Programmes Leading to Type A Certificates

Commencing July 1, 1969, Type A agreements between the Department of Education and the universities will terminate. After that date, all candidates for Type A courses will be admitted on the basis of transcripts evaluated by the Committee on Advanced Standing in accordance with the provisions of Department of Education Circular 649. It should be observed that this change in procedure will not affect students who enrolled in Ontario universities in September, 1965; it will affect those who enrolled in or after September, 1966.

8. Programmes

Programmes will be offered for Interim High School Assistant's certificates, Type A, in:

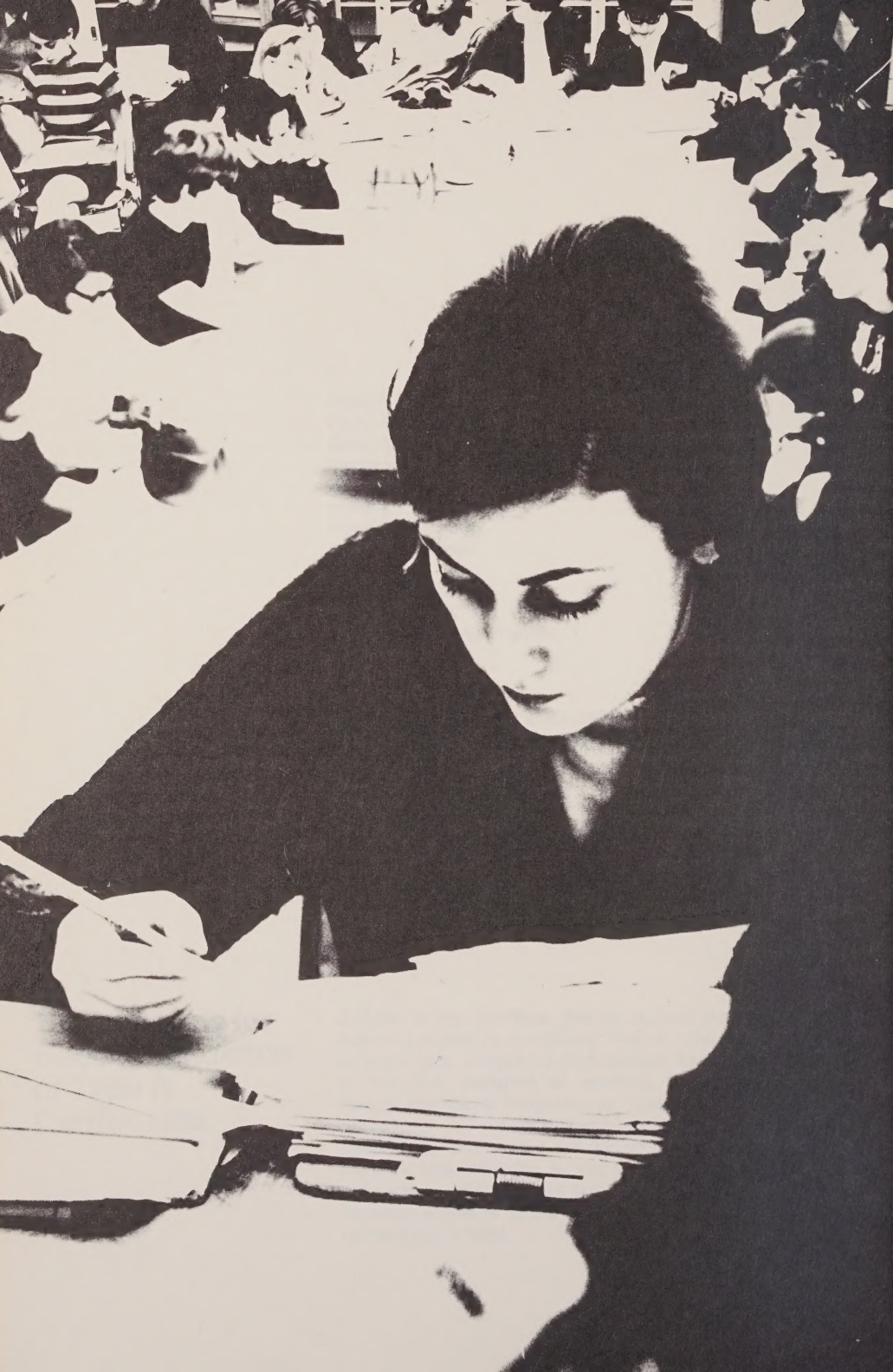
Art
Biology
Chemistry
Classics
Economics
English
English and Drama
English and French
English and German
English and History
English and Latin
English and Russian
English and Spanish
French
French and German
French and Italian

French and Russian
French and Spanish
Geography
Geography and Geology
Geology
History
Home Economics
Italian and Latin
Latin
Latin and French
Mathematics
Mathematics and Physics
Music
Physics
Political Science
Political Science and Economics
Physical and Health Education
Psychology
Psychology and Sociology
Science
Sociology
Spanish and Latin

A course leading to a Specialist Certificate in Business an Commerce subjects is also offered.

19.Standards for Recommendation of Type A Certificates

Subject to the condition that no student may be awarded a Hig School Assistant's certificate, Type A, who does not already ho or is not also awarded a High School Assistant's certificate, Typ B, the final standing of students in attendance in the Hig School Assistants' Programmes, Type A, will be determined by th records of the practice teaching in the department or subje concerned, and by the combined results of the term work a the final examinations in the same department or subject. T pass mark is 66% in the final examinations (including session records) and 66% of the marks assigned to the practice teachi in the Type A field.



Additional Certificates for Students in the High School Assistants' Programme, Type B

20. Programmmes

A student in the High School Assistants' programme, Type B, may take a course leading to one of the following certificates as part of the Type B programme or in addition to it:

1. Accountancy, Secretarial, Marketing or Data Processing (Parts I and II of the Intermediate certificates) (See *a*)
2. Art (Part I of the Intermediate certificate in Art)
3. Elementary School (The Elementary School Teacher's certificate)
4. Guidance (Elementary certificate in Guidance)
5. Home Economics (Part I of the Intermediate certificate in Home Economics) (See *b*)
6. Home Economics (Intermediate certificate in Home Economics) (See *b*)
7. Industrial Arts admits to Part I of the Intermediate certificate in Industrial Arts
8. Music (Part I of the Intermediate certificate in Vocal Music) (See *c*)
9. Music (Part I of the Intermediate certificate in Instrumental Music) (See *c*)
10. Physical and Health Education (Part I of the Intermediate certificate in Physical and Health Education) (See *a*)
11. Physical and Health Education (Part II of the Intermediate certificate in Physical and Health Education) (See *a*)
12. Physical and Health Education (Specialist certificate in Physical and Health Education) (See *a*)
13. School Librarianship (Part I of the Intermediate certificate in School Librarianship) (See *e*)
14. Theatre Arts (Theatre Arts certificate)

(a) A candidate who selects Business and Commerce as an option requires no previous training. Instruction is given to beginners in typing, bookkeeping, shorthand, marketing and data processing. The beginners' course is open to anyone not taking a Type A course.
Business and Commerce students must select either the work of the Intermediate Accountancy, the Intermediate Secretarial, the Intermediate Marketing or the Intermediate Data Processing course.
A candidate who selects Part I of the Intermediate Accountancy, Secretarial, Marketing or Data Processing course may take one other option and will be required to attend one additional summer to qualify for the teaching of Business and Commerce subjects. A candidate who selects Parts I and II will not be required to attend summer school to qualify.

(b) Admission to the course for the Intermediate Home Economics certificate is restricted to students who submit evidence of graduation with a standing not lower than 60% in the Home Economics of the final year from a University programme with at least five approved courses in Home Economics.
A candidate with fewer than five courses in Home Economics may choose this option and complete requirements for the Intermediate Certificate in Home Economics through one, two, or three summer courses as determined by the University Home Economics courses in which the applicant has obtained standing. Part I of the Intermediate Certificate in Home Economics will qualify the candidate to teach Home Economics in Grades IX and X while completing work for the Intermediate Certificate in the summer course.

(c) A candidate who selects Vocal Music as an optional subject of the High School Assistants' Programme, Type B, may, with the approval of the instructor, choose Instrumental Music as a supplementary course.
Admission to the Intermediate Instrumental Music programme will be restricted to candidates for Part I of the Intermediate Vocal Music certificate.

(d) In Physical and Health Education, students who meet the admission requirements may become candidates for the Intermediate Part II of the certificate or for the Specialist certificate. The admission requirement for the Intermediate Part II course is a minimum of two undergraduate courses in Physical Education and related subjects.

The admission requirement for the Specialist course is a minimum of 24 undergraduate credits in Physical and Health Education and related subjects of which a minimum of 6 credits must be in biological sciences; a minimum of 3 credits must be in social sciences and a minimum of 15 credits must be in Physical and Health Education theory and practice (exclusive of methods courses). Courses leading to Part II of the Intermediate certificate and to the Specialist certificate will be taken as a third option *in addition to* the course leading to the Interim High School Assistant's certificate, Type B. To be eligible, a student must also select the Physical and Health Education option leading to Part I of the Intermediate certificate as one of the methods options.
Following successful completion of Part II of the Intermediate certificate, a candidate may proceed to the Specialist qualification in summer sessions but not in the summer immediately following a regular winter session.
The course leading to either Part II of the Intermediate certificate or to the Specialist certificate in Physical and Health Education will be offered only if a sufficient number of applications are received to warrant inclusion of these courses in the programme.

(e) Course for Part I of the Intermediate School Librarianship certificate. Part II may not be taken in the Summer immediately following completion of the one-year programme.

21. Standards for the Recommendation of Additional Certificates

(a) On the recommendation of the Council of the College, Part I of an Intermediate certificate in Art, Business and Commerce Subjects, Physical and Health Education, Vocal Music, Instrumental Music, School Librarianship, Industrial Arts, an Intermediate certificate in Home Economics, a certificate in Theatre Arts, or an Elementary certificate in Guidance, as the case may be, may be granted to a student in the programme for a High School Assistant's certificate, Type B, provided that the said student is awarded a High School Assistant's certificate, Type B, and obtains a minimum of 50% of the marks assigned to Practice Teaching and a minimum of 50% of the marks assigned to each subject of the written examinations and practical tests in the option concerned.

(b) On recommendation of the Council of the College, Part II of the Intermediate certificate in Physical and Health Education

may be granted to a student who achieves the above stated standard for Part I of the Intermediate certificate and who obtains 50% of the marks assigned to the written examinations and practical tests of the course leading to Part II of the Intermediate certificate; and the Specialist certificate may be granted to a student who achieves the above stated standard for Part I of the Intermediate certificate and who obtains 66% of the marks assigned to practice teaching in the subject and 66% of the marks assigned to written examinations and practical tests of the course leading to the Specialist certificate.
A candidate who is exempted by medical certificate from the course in swimming and a candidate who has failed to obtain pass standing in the course in swimming may be awarded Part I of the Intermediate Physical and Health Education certificate endorsed "not including swimming".

(c) A candidate for one of the following additional certificates who has passed in Practice Teaching for the subject concerned but has failed to obtain pass standing in the remainder of the course may earn pass standing and be recommended for standing by following the conditions listed below.

(i) In Physical and Health Education, Industrial Arts or Home Economics a candidate who fails in the written examinations, but passes in all the subjects of the practical tests, or term work in the case of Home Economics, may complete his standing by passing in the written examination at a subsequent date without further attendance; a candidate who passes in the written examination but fails in one or more of the subjects of the practical tests may complete his standing by completing successfully a subsequent Summer Session under conditions to be determined by the Principal of the Summer School or by arrangement with The College of Education. Any other candidate who fails shall repeat the course for standing or certificate.

(ii) In Art, Vocal Music, Instrumental Music, School Librarianship or Theatre Arts, a candidate who fails in not more than two subjects of the written and practical tests may complete his standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests such a candidate must try the tests conducted at the Summer School or by arrangement with The College of Education. Any other candidate who fails shall repeat the course for standing.

(iii) In the Business and Commerce course, a candidate will be allowed credit towards Parts I and II of the Intermediate certificate in the subject or subjects in which he is successful

but to meet the requirements of the High School Assistants' Programmme, Type B, he must pass on the average of the three methods subjects taken. (See Section 26)
When both of two Business and Commerce options are chosen by a candidate for the High School Assistant's certificate, Type B, he must pass all the practical tests and written examinations of the Part I subjects and in Practice Teaching before he will be awarded a Type B certificate.

(d) A candidate who fails to obtain standing in Guidance may do so without further attendance by meeting certain conditions which will be determined in each case by the Professor of Guidance and the Council of the College. Such conditions will include the writing of a subsequent examination and/or the submission of special assignments.

Programmes for the High School Assistant's Certificates, Type A, in Art, Music, Physical and Health Education and Specialist Certificates in Business and Commerce

22. Conditions of Admission

Art

Admission to the High School Assistants' Programme, Type A, in Art as well as Part I of the Intermediate course in Art will be granted to students who hold the degree of Bachelor of Arts obtained in the honour course in Fine Art or in Art and Archaeology of the University of Toronto with a final standing not lower than 66%, or equivalent.

Music

Admission to the High School Assistants' Programme, Type A, in Vocal Music will be granted to students who hold either the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Music or the Bachelor of Music degree of the University of Toronto obtained in the course in Music Education, with a standing of at least 60%, or who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the degree of Bachelor of Music of the University of Toronto obtained in the Course in General Music, or who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the teacher's or performer's diploma of the Royal Conservatory of Music of Toronto, or the Special Music certificate of Queen's University, or the Associate (teacher's) diploma of the Western Ontario Conservatory of Music, or the Diploma of Music Graduate in Pedagogy of the University of Western Ontario. Candidates who hold the University of Western Ontario Bachelor of Arts degree with honours in Music Education (with a standing of at least 60%) will be admitted to the Type A course in Instrumental and Vocal Music.

Admission to the High School Assistants' course, Type A, in Instrumental Music will be granted to students who hold the Bachelor of Music Degree of the University of Toronto obtained in the course in School Music.

Applications from candidates with equivalent qualifications will be considered.

Physical and Health Education

Admission to the High School Assistants' Programme, Type A, in Physical and Health Education as well as Part I of the Intermediate course in Physical and Health Education will be granted to students who hold the degree of Bachelor of Physical and Health Education of the University of Toronto with a final standing not lower than 60%, or who are otherwise qualified to enter the

High School Assistants' course, Type B, and who hold the degree of Bachelor of Physical and Health Education of Queen's University with a final standing not lower than 60%, or who hold the degree of Bachelor of Arts of the University of Western Ontario obtained in the honour course in Physical Health and Recreation Education, with a final standing not lower than 60% or who otherwise qualified to enter the High School Assistants' course, Type B, and hold the degree of Bachelor of Physical Education of McMaster University with a final standing not lower than 60% or who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the degree of Bachelor of Physical Education of the University of Waterloo with a final standing not lower than 66%. Applications will be considered from candidates holding Physical Education degrees from universities other than those mentioned above.

Business and Commerce

(a) Accountancy Specialist Certificate
Admission to the programme leading to the Accountancy Specialist certificate will be granted to students who hold the degree of Bachelor of Commerce from an Ontario University, or an equivalent degree from another province or country, with a standing of at least 60% and who are otherwise qualified to enter the High School Assistants' course, Type B. The student will later be required to try a supplemental examination in any of the required subjects in which he has obtained less than 66%. The required subjects are the university equivalents of: Bookkeeping, Accounting I, Accounting II, Business Law (or Business Finance), Business Machines, Economic Principles and one of Business Arithmetic, Office Practice, Business Organization and Management, and Business Finance (or Business Law).

(b) Secretarial Specialist Certificate
Admission to the programme leading to the Secretarial Specialist certificate will be granted to students who hold the degree of Bachelor of Arts in Secretarial Science from an Ontario university or an equivalent degree with a standing of at least 60% and who are otherwise qualified to enter the High School Assistants' course, Type B. The student will later be required to try supplemental in any of the required subjects in which he has obtained less than 66%. The required subjects are the university equivalents of: Typewriting, Shorthand Theory, Shorthand Practice, Office Practice, and Secretarial I and II and one of Business Correspondence, Business Machines, Business Arithmetic and Business Organization and Management.

(c) Marketing Specialist Certificate
Admission to the programme leading to the Marketing Specialist certificate in Commercial subjects will be granted to students who hold the degree of Bachelor of Business Administration from an Ontario University or an equivalent degree with a standing of at least 60% and who are otherwise qualified to enter the High School Assistants' Programme, Type B. The candidate will be required to try a supplemental in any of the required subjects in which he has obtained less than 66%. The required subjects are: Bookkeeping, Retail Merchandising, Business Organization and Management, Economics, Marketing Principles and one additional Marketing course, and one of Business Machines, Business Arithmetic, Business Finance and Business Law.

(d) Data Processing Specialist Certificate
Admission to the programme leading to the Data Processing Specialist certificate in Commercial subjects will be granted to students who hold a Bachelor of Arts or equivalent degree with a standing of 66% and who have taken university courses in the required subjects or who can qualify by tests on these subjects. The required subjects are: Bookkeeping, Principles of Punched Card Data Processing, Principles of Electronic Data Processing, Advanced Computer Programming and Business Data Processing Systems.

Programme for the Elementary School Teacher's Certificate (Standard 4)

23. Basic Information

Students who select the programme for the Elementary Schoo Teacher's certificate as one option in their College programme may, if successful, qualify as teachers in Ontario elementary schools as well as secondary schools.

Conditions of Admission

Applicants for admission to the programme for the Elementar School Teacher's certificate or to the supplemental examination of the said certificate shall comply with the conditions of ad mission and attendance prescribed for candidates for th Interim High School Assistant's certificate, Type B. No candidat will be awarded an Interim Elementary School Teacher's certifi cate before he is awarded an Interim High School Assistant' certificate, Type B.

Programme of Studies

It should be noted that, because the programme for th Elementary School Teacher's certificate offers instruction in group of subjects, the total lecture time per week is *twelv hours*. This fact should be kept in mind when students ar selecting options for their College programme.

The subjects included in the Elementary School course are:

Part I:

Art and Crafts
English
General Methods and Management
Industrial Arts
Mathematics
Music
Physical and Health Education
Science
Social Studies

Note — Candidates may take Music *or* Physical and Health Ed cation *or* Industrial Arts.

Part II:

Observation and Practice Teaching (at least four weeks) in el mentary school classrooms of Metropolitan Toronto. Such wee are included within the nine weeks of Observation and Practi Teaching required of all students in The College of Educatio

Examinations

Subject to the condition that no student may be awarded an Elementary School Teacher's certificate who is not awarded a High School Assistant's certificate, Type B, the final standing of the students in attendance in the course for the Elementary School Teacher's certificate will be determined by the records of the Observation and Practice Teaching and by the combined results of the sessional records and the records of the final examination in such course.

Certificates

Subject to conditions mentioned above a candidate who obtains 50% of the marks of each subject of the winter session and an average mark of 50% in Practice Teaching may, on the recommendation of the Council of the College, be awarded by the Minister of Education an Interim Elementary School Teacher's certificate (Standard four).

Subject to the same conditions, a candidate who passes in Observation and Practice Teaching and fails in not more than two subjects will be exempted from further attendance and may complete his course for an Elementary School Teacher's certificate by rewriting at one annual examination the examinations in the subject or subjects in which he failed.

All candidates other than those referred to above who have failed to obtain the necessary final standing will be required to attend such other sessions as the Council may prescribe.

The Regulations of the Department of Education respecting Permanent Elementary School Teachers' certificates are contained in the Department's Circular 614 (a).

Details of Subjects in Programmes Leading to High School Assistant's Certificates and additional Certificates

24. Administration and Professional Practice

The teacher's rôle as a professional person; his responsibilitie to his students, to the school, and to society; professiona relationships and attitudes.
The teacher's rôle in the administrative framework of the schoo the organization of educational systems, both provincial an local; powers and duties of the various educational authorities the Education Acts and Regulations of the Province of Ontari Special reference to professional organizations, teacher certifica tion, curriculum, types of schools, finance.

25. Art

Part I of the Course for the Intermediate Certificate
Creative pictorial expression, drawing and sketching from o jects, plastic design, model-making, design and lettering, theo and history of Art, methods of teaching Art.

Seminar in Art

For Type A candidates in Art.
The seminar in Art will discuss classroom methods and probler relating to the advanced grades. Special emphasis will given to the securing, organizing and use of illustrative sour material such as slides, prints and exhibitions which can used to interpret and intensify the study of art history and criticism; a more advanced study of the theory, history a practice of Art.

26. Business and Commerce

Course for the Intermediate Certificate

1. Accountancy Specialist Programme

Intermediate Part I	*Intermediate Part II*
Typewriting A	Business Law or Business Finance
Typewriting B	Business Machines
Bookkeeping A	one of:
Bookkeeping B	Business Arithmetic
Bookkeeping Methods	Office Practice
Typewriting Methods	Business Organization and Management
Business Practice Methods	Business Finance or Busine Law

2. Secretarial Specialist Programme

Intermediate Part I	*Intermediate Part II*
Typewriting A	Office Practice
Typewriting B	Shorthand Practice
Shorthand A	one of:
Shorthand B (Theory)	Business Correspondence
Shorthand Methods	Business Machines
Typewriting Methods	Business Arithmetic
Business Practice Methods	Business Organization and Management

3. Marketing and Merchandising Programme

Intermediate Part I	*Intermediate Part II*
Typewriting A and B and Typewriting Methods	Economics of Distribution
or	Consumer Principles and Practices
Bookkeeping A and B and Bookkeeping Methods	one of:
Business Practice Methods	Business Machines
Retail Merchandising	Business Arithmetic
Merchandising Methods	Business Finance
Business Organization and Management	Business Law

4. Data Processing Programme

Intermediate Part I	*Intermediate Part II*
Typewriting A	Data Processing Methods
Typewriting B	Principles of Electronic Data Processing
Bookkeeping A	one of:
Bookkeeping B	Business Machines
Typewriting Methods	Business Arithmetic
Bookkeeping Methods	Office Practice
Principles of Punched Card Data Processing	Business Organization and Management

Course for Specialist Certificate

1. Accountancy
   Principles of Electronic Data Processing
   Accounting Methods
   Organization and Supervision of a Commercial Department

2. Secretarial
   Principles of Electronic Data Processing
   Secretarial Methods
   Organization and Supervision of a Commercial Department

3. Marketing
   Principles of Electronic Data Processing
   Marketing Methods
   Organization and Supervision of a Commercial Department

4. Data Processing
   Retail Merchandising (regular session only)
   Electronic Data Processing Methods
   Organization and Supervision of a Commercial Department

Note: For details of courses write to Professor A. P. Seggie, Th
College of Education, 371 Bloor St. W., Toronto 5.

27. Economics

The purpose of teaching Economics and its position in secondary school programmes; the organization of courses; teaching methods and special devices; examinations and testing.

Seminar in Economics

For Type A candidates in Economics.
The place of Economics in the high school curriculum; the value of the subject; goals of the teacher; various suitable teaching methods; the use of graphs, charts, and individual reports; analysis and planning of the Grade XII course; resource materials in books, newspapers, business and government reports, etc.; audio-visual aids; the history of Economics; schools of economic thinking; examinations.

28. Educational Psychology

This course is devoted to the learning and practice of psychological knowledge and methods as they pertain to teaching-learning processes, self-realization and human interaction. Students will participate in lectures, psychological laboratories and seminars.
Emphasis will be placed on the following:
the application of the scientific method in the continuous testing of teaching methods, materials and organizations;
the understanding of patterns and characteristics of human development (childhood to young adult) — physiological, motivational, perceptual, cognitive, emotional and social;
the relevancy of psychological principles (particularly learning theories) to educational methods, materials, organizations, media, technology and communication systems;
the use of psychology in the appraisal of educational philosophies and approaches;
principles of group processes as they relate to the roles of the teacher as a professional person and as a leader and partner in learning;
quantitative and qualitative evaluation of pupil progress and achievement.

29. English

Literature:
The values inherent in the study of good literature; basic approaches; various methods of presenting such literary forms

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as the poem, the drama, the essay, the short story, and the novel; the choosing of suitable text-books for pupils of different abilities and grades; planning the courses of study; the setting and marking of examination papers; oral and supplementary reading; problems related to the teaching of English literature.

Composition:
The basic aim in teaching composition; the place and treatment of grammar, rhetoric, logic, and word study in the teaching of composition; principles to be followed in arranging courses; studying models; assigning, planning, valuing, and correcting compositions; improving the pupils' oral English; conducting class discussions; problems related to the teaching of English composition.

Seminar in English

For Type A candidates in English and, in part, English and French, English and Latin, English and German, English and Spanish, English and History, and English and Russian.
Teaching and discussion of selected topics; the English specialist; the Head of the Department; new methods; sequential programming; thematic study; comparative techniques; enrichment; acceleration; the slow learner; educational television; the new grammar; works in translation; remedial and developmental reading; advanced and general courses; mass media; creative thought; creative writing; professional development; the ungraded school; the future of English studies.

30. Geography

Listed below are various Units designed and arranged in order to give a degree of flexibility in the preparation of Geography Teachers. This professional course has been designed to meet the demand for professionally trained people who are either
(i) graduate Geographers (Type A candidates)
(ii) other University graduates (Type B candidates)
and who will proceed on a career in education, either as a specialist Teacher of Geography, or as one who wishes to teach Geography together with other subjects.
The head of the department will assign two or more of the units for each candidate's programme, recognizing the candidate's academic background, interests and aspirations. The department uses a team approach and therefore two or more members of staff may be concerned with each unit. Seminars will be conducted in both the Type B and Type A programme

The Associates of the College in the practice teaching schools also use this approach during the practice teaching sessions:

Unit 1—*Orientation*
The scope of the role of the Geography teacher.

Unit 2—*Curriculum Planning (Geography)*
(a) Recognition of a curriculum framework as a general context within which the strategy of obtaining educational objectives and classroom practice may be discussed.
(b) The examination of courses of study in order to identify and evaluate their components in relation to the principles of curriculum design.

Unit 3—*Instructional Techniques and Procedures in Geography*
The recognition, analysis and construction of learning situations in order to understand how educational objectives in Geography are achieved and a study of various resource materials, teaching procedures and techniques which facilitate the achievement of such objectives. The investigation and construction of objectives and the development of units of study as an organizing structure within which effective instruction and learning take place.

Unit 4—*Educational Measurement and Evaluation in Geography*
A study of ways to evaluate the effectiveness of learning experiences.

Unit 5—*Field Studies in Geography*
Integration of the objectives and techniques of "landscape" study.

Unit 6—*Practice Teaching*
A clinical observation of the teaching-learning process, and an expression of philosophy, techniques and procedures in the classroom and in the field.

Elementary School Teacher's Certificate Course
A programme based upon Units 2, 3 and 5 with special emphasis on the curriculum and the learning process for young children.

Seminar in Geography

For Type A candidates in Geography.
Candidates will meet as a special class in a programme which will include Units 1 to 5 together with additional research projects and problems related to specialization in Geography teaching at all grade levels.

31. Geology

The value and objectives of a Geology course in the Ontario Secondary School Curriculum: Four-year programme; investigation and study of appropriate teaching methods; procedures and curriculum organization; use and value of maps, equipment, teaching aids, books and field exercises for secondary school Geology.

Seminar in Geology

For Type A candidates in Geology. These candidates are advised to select Geography and Science as options in the High School Assistants' Programme, Type B.
Teaching and discussion of the Geology curriculum. Development and analysis of some of the difficult topics by means of original research and subsequent reports; experimental treatment of the work; field exercises; use of texts, manuals, maps and teaching aids; measurement and evaluation; organization and timing of a course of study in Geology and Mineralogy; discussion of appropriate teaching methods and procedures.

Seminar in Geography and Geology

For Type A candidates in Geography and Geology. The contents and methodology of the prescribed courses in Grades XI, XII and XIII. Details of the seminar are included in the prescriptions for *Geography* and *Geology* above.

32. Guidance

A programme leading to the Elementary certificate in Guidance: introduction to guidance; assembling information about students; assembling, organizing, preparing, and making available occupational, industrial, educational and recreational and other information related to guidance; interviewing procedures; teaching of group guidance (careers); duties of a junior participant in the school guidance programme; field trips.

33. History

The status of History as a high school subject; its value and the aims of the teacher; the selection and organization of content for teaching; various methods of teaching and classroom techniques; the teaching of government; selections of academic work from Grades IX - XI for planning and illustrative lessons; adjustment of method for the Four-year course and for termina

students; enrichment; standards and examinations; books and equipment.

Seminar in History

For Type A candidates in History.
The philosophy of History and approaches to History teaching; interpretations of History; History as a social science and as a humanistic study; its relationship to Geography, Economics, etc.; the planning and teaching of Grades XII - XIII History and of Grade XII Economics; selections of academic work from these courses for illustrative use; planning History courses for non-academic students; drafting and setting examinations; bias, and other problems of the History classroom; the rôle of the History specialist and of the department head; the improvement of scholarship.

34. History and Philosophy of Education

The nature and foundations of educational theory, including consideration of purpose and aims of education.
An historical survey of the values and practices emphasized and illustrated by outstanding educationists and teachers, including reference to prominent figures in the history of education in Ontario.
Current educational thought: contemporary aims, problems and practices in education, with particular reference to secondary education.
It should be noted that emphases to be made in this brief course, whether of an historical or philosophical nature, and the methods of its conduct, may be expected to vary according to the preference of individual instructors and to the number and the academic background of students in any one class. The general purpose nevertheless will be to help beginning high school teachers in Ontario to acquire a measure of historical perspective and philosophical insight that may enable them the more intelligently to appreciate and examine educational issues as they arise in this modern period.

35. Home Economics

(a) Part I of the programme for the Intermediate certificate: Principles underlying topics suggested for Grades IX and X in Curriculum I:6, Home Economics Intermediate Division, Ontario

Department of Education.

Applied methods and problems.

(b) Programme for the Intermediate certificate:
The Home Economics curriculum: materials, procedures, content
Fundamental principles, practices, and standards in home and family living.
Problems of organization; methods of teaching; aids to learning home and classroom equipment; Departmental regulations; guidance in classroom teaching.

Seminar in Home Economics

For Type A candidates in Home Economics.
The development of Home Economics in Ontario schools. Present trends, values and aims.
Responsibilities of the Home Economics teacher for curricula and extracurricular programmes.
Curricula: materials, procedures, content.
Teaching methods and techniques currently applied in this field.
Evaluation: objectives and materials.
The Home Economics classroom; selection, placement and care of furnishings and equipment.
Records, budgets, regulations.

36. Industrial Arts

A programme which admits to Part I of the sequence leading to the Intermediate Certificate.
Problems are presented to develop creative abilities, experimentation, hand and machine skills needed in the production of useful and well-designed articles.
Part I includes theory and practice in the following: drafting; woodworking; sheet and metal work; machine shop practice; electricity; and welding. Methods of instruction, class organization of the general shop, and a philosophy of teaching are developed.

37. Latin and Greek

An examination of methods in various aspects of the teaching of Latin and Greek, including: oral reading of prose (Caesar, Livy, Nepos) and poetry (Virgil, Ovid); morphology; grammar and

syntax; derivation; audio-visual aids and interest devices; historical background of prescribed authors.

Seminar in Classics

For Type A candidates in Classics, Latin, Latin and Greek, and, in part, Latin and French, English and Latin, and Latin and Italian.
An examination of methods applicable to the prescribed courses in Grade XIII Latin and Greek authors for the current year, involving a study of adequate translation and of literary appreciation of the prescribed passages; the philosophy of Horace; the Hexameter, Elegaic, Sapphic and Alcaic metres; Latin continuous prose composition.

38. Mathematics

A consideration of the place of Mathematics in elementary and secondary education; modern trends in Mathematics and implications for the elementary and secondary schools; the history and development of Mathematics; the foundations of Algebra and Geometry; the fundamental concepts of logic; mathematical systems; methods of presenting topics of the school programme, *Grade I through Grade XII* or *Grade VII through Grade XII;* classroom procedures and methods designed to obtain maximum student participation in the discovery and development of mathematical concepts; individual, small group, and large group participation methods; the place of visual aids in the Mathematics classroom; testing and evaluation; the Mathematics of the four-year programmes; special methods in teaching terminal classes and classes of gifted pupils.

Seminar in Mathematics

For Type A candidates in Mathematics and, in part, Mathematics and Physics.
In general, a retracing of elementary and secondary Mathematics from an advanced point of view.
In particular, a consideration of: methods of presenting topics of the secondary school Mathematics programme at the Grade XIII level; developments in Mathematics and the implications for senior secondary school Mathematics programmes; the major experimental and trial programmes in secondary school Mathematics and their implications for future Mathematics curricula; organization and administration of the secondary school Mathematics department.

University of Toronto Courses in Mathematics

Two undergraduate courses, Mathematics 105 and Mathematics 303, are offered to provide particular mathematics background pertinent to the teaching of secondary school mathematics.

Mathematics 105 is a general survey course of contemporary mathematics and is open to students having fewer than 12 credits (4 university courses) in mathematics.

Mathematics 303 is an introduction to higher mathematics and includes a study of some secondary school mathematics topics from an advanced point of view. This course is open to students having at least 12 credits in university mathematics.

Courses 105 and 303 each carry 3 credits toward certificate upgrading.

39. Modern Languages—French, German, Spanish, Italian, Russian

Historical survey of language-teaching practices; present aims; objectives (at various primary and secondary levels) in phonology, morphology, syntax, lexicon; curriculum and materials.

Introductory audio-lingual procedures; phonologic and semantic comprehension techniques, including audio-visual aids; dialogue analysis; the sound system and its symbolization; phonemic versus phonetic accuracy, and correction techniques; drills, including discrimination and intonation; singing.

Recognition reading; graphemes; reading as a vehicle for the consolidation of linguistic patterns, for conversation practice, for vocabulary enrichment, for cultural appreciation.

Writing in simple, conversational style; dictation; free and guided composition; translation into the foreign tongue; detection and correction of error.

Language generalizations; deductive versus inductive approach. Lesson planning; the initial presentation; the lesson-series; the review lesson.

Tests and examinations, both oral and written; validity; administration; marking.

Language laboratory (theory and manipulation).

Seminars in Modern Languages

For Type A candidates in French, French and German, French and Spanish, French and Italian, French and Russian; and in part, Latin and French, Latin and Italian, English and French, English and German, English and Spanish, Eglish and Russian, and Latin and Spanish.

Study in depth of the Modern Language field or fields at all levels, as outlined in the Courses of Study and Curricula issued

by the Department of Education, as well as current trends in language learning; special stress on methods of presenting work at the Grade XIII level.
Advanced grammar; applied linguistics; correction of written work; conducting of reading lessons; sight reading; supplementary reading; free composition; conversation; tests and examinations, both oral and written; dictionaries and books of reference; course organization; the rôle of the head of department.

For Type A candidates in French.
Linguistics; learning theory as applied to second languages; curriculum and materials; special reference work problems; advanced language laboratory (history, equipment choice, technical requirements; laboratory design).

40. Music, Instrumental

Part I of the Programme for the Intermediate Certificate

Sight Singing and Ear Training:
As in Section 41.

Technical Training:
Fundamentals of tone production and basic fingering in all families of instruments; playing scales diatonic and chromatic; simple melodies; reading orchestral scores of elementary range; construction and care of all types of instruments.

Conducting:
The conducting patterns of common metres; special problems of conducting in instrumental groups.

Methods:
General principles of organization and instruction of instrumental classes; special methods of class teaching for strings, band classes, or combined groups.
Note: This is a practical course, with the emphasis laid on two essential points: individual mastery of instruments and methods of class teaching.

Seminar in Instrumental Music

For Type A candidates in Music.

Sight Singing and Ear Training:
As in Section 41.

The Orchestra and Band:
Orchestral playing, organization and conducting; selection of music for Grades IX to XIII class study, for orchestra and bands of secondary school calibre, and for public performance and festivals.

Conducting:
Practice in conducting school choirs, assemblies and operettas; advanced problems.

Arranging:
Transcription and arranging of selection from piano score for full orchestra or band; transposition for all instruments.

Methods:
Advanced study of topics listed in the Intermediate, Part I course. Class instruction of instrumental classes, beginners' and advanced classes, with all types of instruments.

41. Music, Vocal

Part I of the Programme for the Intermediate Certificate

Sight Singing and Ear Training:
The tonic solfa system; sight reading of songs based on the theory for Grades IX and X; singing of major and minor scales (all forms); writing of simple exercises from dictation; detection of errors in the performance of unison songs.

Vocal Training and Song Material:
The adolescent voice; choral singing; practice in tone production, intonation, diction, and breath control; blending of voices in part singing; interpretation; analysis of song material for Grades IX and X.

Conducting:
The conducting patterns of common metres; special problems attack and release, incomplete bars, expression, use of the left hand.

Rudiments of Music:
Notation (notes, rests, clefs); intervals and their inversion; metre and rhythm; scales (diatonic and chromatic); transposition musical terms, abbreviations and ornaments; triads and their inversions; dominant seventh chords and inversions; cadences principles of simple four-part vocal writing.

Music Appreciation:
Teaching of the topics prescribed for Grades IX and X in the Department of Education Course of Study.

Methods:
General principles of music education; analysis of the course for Grades IX and X; voice testing; teaching of rote songs, reading songs, part songs and theory; use of the piano; integration of music with other subjects; the relation of the school orchestra to the vocal programme; elementary scoring and transposition for instruments.

Seminar in Vocal Music

For Type A candidates in Music.

Sight Singing and Ear Training:
Sight reading of songs based on the theory prescribed for Grade XIII; extraneous modulation; singing of major scales from any note in the scale to its octave; singing of intervals contained in the major and minor scales (all forms); writing of exercises in two parts from dictation; recognition of diatonic and simple altered triads and seventh chords; detection of errors in the performance of more advanced part songs.

Voice Training and Song Material:
Advanced study of topics listed in Part I of the Intermediate Course through choral works; unaccompanied singing; modern theories of voice training; the teaching of special classes in voice training; selection of song, choral and operatic material for Grade XIII classes; public performances and festivals.

Conducting:
Practice in conducting school choirs, assemblies and operettas; advanced problems; changes of time signature, contrapuntal works, special effects, etc.

Music Appreciation:
Teaching of the topics prescribed for Grade XIII; the analysis of selected compositions with special attention to the prescribed works for Grade XIII; use of miniature scores; supplemental reading; evaluation of recordings for school use; use of radio in music appreciation.

Methods:
Modern theories of music education with application to all the topics listed in the prescribed course for Grade XIII.

42. Physical and Health Education

Part I of the Programme for the Intermediate Certificate

An introductory course in principles and practices of Physica and Health Education. Emphasis is placed on methods c teaching the physical activities and health materials outlined i the Courses of Study, Grades VII to X, of the Ontario Departmen of Education.

Part II of the Programme for the Intermediate Certificate

An introduction to the scientific bases of Physical and Healt Education. The course includes methods and materials fc Grades XI and XII; scientific foundations; historical developmer in Ontario; introduction to statistical methods; and programm planning.

Programme for the Specialist Certificate

Emphasis is placed on advanced methodology for Grades X and XIII, philosophical scientific principles, and organization an administration of all aspects of Physical and Health Educatio in the school situation.

Seminar in Physical and Health Education

For Type A candidates in Physical and Health Education.
Material:
Survey of Materials for Grades VII to XIII.
Women — Fundamental movements, gymnastics, dance, game swimming.
Men — Gymnastics, games, swimming, fitness activities.

Theory:
Philosophy, principles; teaching methods; lesson planning; pr gramme planning; evaluation and grading; administration of th Physical Education department.

Health Education:
Material:
Survey of materials for Grades VII to XII.
Modern health problems and practices; safety education; healt ful living, child study (women).

Methods:
Philosophy and principles; teaching methods; lesson planning; programme planning; evaluation.

13. Political Science

Aims and values of Political Science in secondary school; the prescribed course; teaching organization and methodology; individual assignments; relationship to History and to current events; books, periodicals and other resource materials; examinations and evaluation.

Seminar in Political Science

For Type A candidates in Political Science.
Aims of teaching Political Science at the high school level; the scope of the subject methods of teaching comparative government and politics; the choice of materials, their organization and lesson planning for the Grade XII course in World Politics; the Grade X course in Canadian government; content and method for four-year programmes; enrichment techniques for gifted students; source materials in books, paperbacks, periodicals, pamphlets, etc.; techniques of discussion and the conduct of meetings; relationship of Political Science to History and other high school subjects; testing and examinations; the qualities of a specialist, the history of Political Science as a study.

14. Psychology and Sociology

The value and objectives of the secondary school course "Man in Society"; planning; methods of presenting various areas of the course; demonstrations and discussion of specific techniques; relationship of "Man in Society" to other secondary school subjects and to Guidance.

Seminar in Psychology and Sociology

For Type A candidates in Psychology and Sociology.
The seminar concerns itself with objectives, content, and teaching methods for certain areas of the course "Man in Society"; the rôle of the specialist in the secondary school.

45. School Librarianship

This programme will offer basic training for those who may wish to serve as secondary school librarians. It is a preparatory course leading to the Intermediate certificate in School Librarianship. This course may not be completed in the regular College session but requires a subsequent summer session for the Intermediate certificate (Section 67).

This programme will offer instruction in Technical Services (Classification and Cataloguing) as related to the school library needs with laboratory periods for practice; School Library Collection with particular attention to biography, science, and basic reference books; School Library Programme and Administration.

46. Science

An interpretation of the prescribed courses of study, Grades IX through Grade XII; the general aims and objectives of Science in the secondary school curriculum; an examination of methods applicable to the teaching of selected topics in these four grades; the preparation and presentation of varying types of lessons with emphasis on conducting laboratory classes; demonstration experiments; pupil participation; classroom discussion in relation to experiments; science notebooks; the purchase, storage, maintenance and use of equipment; the use of models, charts, slides, microscopes and projectors; living and preserved materials in Biology.

Seminars in Science

For Type A candidates in Science *or* Chemistry and Biology *or* Chemistry and Physics *or* Physics and Biology *or* Biology *or* Chemistry *or* Physics and, in part, Mathematics and Physics.

The content and methodology of the Senior Division with emphasis on selected Grade XIII topics in Biology, Chemistry, and Physics; modern trends in Science and their implications; the values and objectives of Science in the secondary school curriculum; the organization of the Science programme; the rôle of the specialist teacher. The seminars in each of Biology, Chemistry, and Physics are conducted separately.

47. Theatre Arts

This programme for the Theatre Arts certificate will offer instruction in the theory and practice of theatre in relation to acting, direction, production and design.
Workshops will cover practical application of voice production, movement and mime, history of the theatre, and drama in the classroom.

One-year Programme for Certificates in Technical Education and Industrial Arts

48. Programmes

The Department of Technical and Industrial Arts offers courses leading to the following certificates:
The Interim Vocational certificate, Type B, which qualifies the holder to teach a technical shop work subject for five years in a vocational or composite school.
The Interim Intermediate certificate in Industrial Arts which qualifies the holder to teach Home Economics in Grades IX to XII of a high school.
The Interim Occupational certificate, Type B (Practical Subjects) which qualifies the holder to teach all grades and areas in which the Occupational programme is taught for five years.
The Interim Vocational certificate, Type A, valid for five years.
The Interim Intermediate certificate in Industrial Arts which qualifies the holder for five years to teach full-time in a public, separate, continuation or high school, to the end of Grade X.
The Interim Specialist certificate in Industrial Arts, required to teach full-time in Grades XI and XII of academic secondary schools.

49. General Conditions of Admission

An applicant for admission to the courses referred to above shall make application, not later than August 31, to the Director of the Department of Technical and Industrial Arts, 371 Bloor Street West, Toronto 5, on a form to be obtained from him, and shall submit with this application, on forms also to be supplied by the Director:

A certificate of birth. If not born in Canada, a certificate from a competent authority that he is a Canadian citizen or has landed immigrant status or has applied for Canadian citizenship.

Age limits: For the Interim Vocational course, male applicants shall be at least 23 years of age; female applicants shall be at least 21 years of age. This is in accordance with a Departmental requirement. See the Department of Education Act, 1954, Section 11 (i) (c).

For the Intermediate Industrial Arts course, applicants shall be at least 20 years of age.

For the Specialist Industrial Arts course, applicants shall be at least 23 years of age.

50. (a) Requirements for Admission to the Programme for the Interim Vocational or Occupational Certificate, Type B

To this programme may be admitted Applied Science graduates (engineers) and skilled tradesmen.

Engineers. A candidate shall be the holder of a degree from the Faculty of Applied Science of an accredited university, and shall submit statements to prove not less than two years' subsequent experience in the field of his major subject.

Skilled Tradesmen. Applicants are required to give evidence of a minimum academic education of Grade XII, Ontario, and Trade Training and Experience.

The training or apprenticeship required shall be that usually demanded for journeyman's qualifications in the trade concerned. Special training obtained in an approved day vocational school will be taken into account in considering the period of training. Applicants should submit statements from the persons or firms under whom they were trained, showing the length of the training period and the nature of the work.

The experience required shall be several years of wage-earning journeyman trade experience with reputable firms, and shall be such as to show that the applicant is a skilled craftsman, competent in the main branches of the trade, concerned and familiar with its recent developments. The length of the journeyman experience depends upon the nature of the trade. Documentary evidence of experience in the trade in approved shops shall be furnished by the applicant.

Candidates for the Interim Occupational certificate, Type B, shall furnish proof of wage-earning experience over at least six years and involving at least three trade areas.

In calculating the total years of wage-earning training and/or experience, only those years subsequent to the date of the highest academic attainment used in the calculation can be credited unless the academic programme of the candidate was interrupted for a number of years during which he was engaged in such wage-earning activity.

50. (b) Requirements for Admission to the Programme for the Interim Vocational Certificate in Home Economics

To this programme may be admitted graduates with satisfactory standing in the three-year Secondary School Home Economics teaching option of the Ryerson Polytechnical Institute or equivalent.
Wage-earning experience is not a prerequisite for admission to this programme.

Note: This programme is offered in the one-year Session only.

51. Requirements for Admission to the Programme for the Interim Vocational or Occupational Certificate, Type A

This programme is offered to graduates of a Faculty of Applied Science or a Faculty of Architecture or graduates holding the B.Sc.N. from an approved university with at least 66% in the final and one other year.

Each candidate shall:

(a) submit evidence of not less than two years of approved wage-earning experience in the field of his major subject, subject to graduation,

(b) be required to take all the subjects of the course for the Type B certificate, and to obtain a grading of 66%,

(c) take additional courses in the organization, administration, and supervision of vocational schools, with special reference to the duties and responsibilities of the technical directors, assistant principals and principals.

52. Programme for the Interim Vocational or Occupational Certificate, Type B

The programme leading to the Interim Vocational or Occupational certificate, Type B, consists of three parts:

Part I: Educational Psychology, Administration and Professional Practice, English, Mathematics, History of Vocational Education, Principles of Teaching and Classroom Management. Technical Subjects: subject analysis, shop plan, equipment list, yearly budget, course of study, practical shopwork.

Part II: Applied Teaching Techniques, Observation and Practice Teaching.
Observation and Practice Teaching is a programme of from ten to twelve weeks. This programme is carried out in secondary schools, Colleges of Applied Arts and Technology and Ryerson Polytechnical Institute of the provincial system. Postings must be made outside of as well as within the Metro area. Anyone entering the course must be able and willing to accept postings to schools selected by the Director and Associate Director of Practice Teaching. Students who are absent from regular practice teaching weeks may be required to do make-up assignments later in the session.

Part III: Technical Proficiency Examination
Every applicant shall be required to pass an examination designed to test his attainments as a skilled worker in the trade concerned. The examination shall be on the fundamental principles, operations, processes and skills of the trade, and shall be in two parts: written and practical. In the practical examination he shall be required to show his skill in a performance test.

Details of Subjects in the Programme for the Interim Vocational or Occupational Certificate, Type B

53. Administration and Professional Practice

The teacher's rôle as a professional person; his responsibilities to his students, to the school, and to society; professional relationships and attitudes.
The teacher's rôle in the administrative framework of the school; the organization of educational systems, both provincial and local; powers and duties of the various educational authorities; the Education Acts and Regulations of the Province of Ontario. Special reference to professional organizations, teacher certification, curriculum, types of schools, finance.

54. English

Rhetoric: An introduction to methods and patterns of clear and effective writing; the relationship between thinking and the composition process; perceptive seeing; the organization of stimuli and meaningful transmission of response; rhetorical considerations in the composition of sentence and paragraph; the characteristics and techniques of effective identification, definition, classification, comparison and contrast, illustration, and three types of analysis: functional, process and causal. The planning evaluation and assignment of compositions of various types is a significant part of this course.

An introduction to semantic principles: abstract and concrete terms; problems in definition; characteristics of words; denotation, connotation, language and personality; problems in verbal communication.

Professional composition problems: Layout of examination papers; types of questions; composition of questions. Also, a brief introduction to principles of programme composition.

Oral Presentation: Communicating with an audience; eliminating self-consciousness; voice improvement; oral reading; phrasing oral questions; brief prepared speeches; evaluating oral presentation; characteristics of effective lesson preparation.

Before beginning this course, some formal preparation may be advisable for candidates who lack a command of basic English structure and usage.

55. History of Vocational Education

Brief historical sketch to show vocational aspects of educational developments; contributions of the educational reformers, Comenius, Rousseau, Pestalozzi, Fellenberg, Froebel, Spencer; relation of industrial developments to the need for industrial education; development of secondary education, of vocational education; the manual training movement, the mechanics' institute, the farm and trade school, industrial and technical schools, trade schools; part-time, co-operative and apprenticeship classes; the Ontario Educational system.

56. Mathematics

An introduction to mathematical structures involving a review of the basic number systems; fundamental concepts of logic, graphing in two- and three-dimensional space; vectors and their applications; a study of relations; defining equations and inequations of relations; introduction to the basic ideas of the calculus by a consideration of velocity and rate of growth problems; a system of equations and inequations; introduction of linear programming.

57. Principles of Teaching and Classroom Management

Learning process as applied to practical subjects; formal lesson types; individual differences; individual and group instruction; lesson planning; questioning techniques; instruction-aid materials —sheets, pictures, charts, films, models; organization of instruction material; tests and examinations; statistical analyses of scores; records; special shop problems.

58. Psychology

An introduction to principles of educational psychology as they apply to the teacher and his pupils. Among topics discussed will be: motivation, development and adjustment, school discipline

intelligence and its measurement, the learning process, mental hygiene, basic principles and current practices in guidance.

59. Technical Subjects

Subject Analysis and Course of Study:
Study of the work of the skilled craftsman to determine the teachable content of each trade or calling. Analysis of the subject to determine the skill, and the trade, technical and concomitant knowledges of the skilled worker; selection of instructional materials and arrangements into groups according to learning difficulties; selection of projects to be used to fit the order of the course of study; determination of related mathematics, science, drawing and auxiliary information needed in each project, preparation of course of study; unit courses.
Shop Plan, Equipment List, and Annual Budget:
Study of desirable features of shops and classrooms, size, shape, lighting, lay-out; preparation of minimum and desirable lists of equipment for the type of shop in which the teacher-in-training will work; design of benches, tables, furniture, selection of tools and machines; approximate prices; preparation of annual budget.
Practical Shopwork, generally not in the candidate's trade subject.

60. Programme leading to the Interim Vocational Home Economics Certificate

For details of Principles of Teaching and Classroom Management, Educational Psychology, Administration and Professional Practice, History of Vocational Education, see outline of subjects for the Interim Vocational Certificate, Type B.

Methods of Teaching Home Economics

(a) Philosophy and Techniques of Teaching:
History of Home Economics in Ontario schools; the option programme, Home Economics Curriculum related to fundamental principles, practices and standards in home and family living. Use of the Ontario Curriculum guides, planning lessons and units.
Teaching techniques and teaching materials.
Problems of organization, equipment, texts and references.
Evaluation. Records, budgets, regulations.

(b) Applied Methods:
Use of special teaching techniques in preparation and teaching

of selected lessons suggested in the Ontario Curriculum guides in Home Economics. Use and preparation of teaching materials.

Observation and Practice Teaching

Candidates will be required to attend provincial schools for observation and practice teaching in Home Economics classes for ten weeks during the session. Students who are absent from regular practice weeks may be required to do make-up assignments later in the session.

61. Programmes for Industrial Arts Certificates

The Interim Intermediate Certificate

This is a one-year programme to provide training for those who contemplate the teaching of Industrial Arts in elementary and high schools.

Conditions of Admission

An applicant shall submit:
1. an Ontario Teaching Certificate;
2. a statement indicating successful completion of Part I of the Elementary summer course in Industrial Arts, with a standing of at least 66%, or
3. successful completion of the Industrial Arts option of the High School Assistant's Certificate.

Note: 1. Every teacher of Industrial Arts in an elementary school must hold an Elementary School Teacher's certificate in addition to his Industrial Arts Certificate.
2. If a sufficient number of applicants apply, a special half-year course beginning in January, 1969 will be offered to those candidates who have successfully completed Parts I and II of the Elementary Industrial Arts summer courses and Part I of the Industrial Arts Supervisor's summer course with a standing of at least 66% in the latter.

Programme of Studies

The course of training for the Intermediate certificate in Industrial Arts consists of two parts as follows:

Part I: Course of Study, Equipment List and Shop Planning
Shopwork — general woodwork, general metalwork, power mechanics, electricity, drafting; History of Industrial Arts, Guidance.

Part II: Observation and Practice Teaching
Each student is given at least three weeks in a practice school. His teaching progresses from individual and group instruction to complete charge of routine duties and class instruction. If possible, he is sent to the general shop in an elementary school, a junior high school, and a collegiate institute.

The Interim Specialist Certificate

This programme is to provide training for those who contemplate teaching Industrial Arts in collegiate institutes.

Conditions of Admission

An applicant shall:
1. hold an Intermediate certificate in Industrial Arts;
2. subsequently, have at least one year of successful teaching in the field of Industrial Arts, as verified by the regional superintendent concerned;
3. show evidence of having obtained not fewer than seven Grade XIII credits or approved equivalents including one in English. It is recommended that the candidate include papers in Mathematics and Science.

Programme of Studies

For the Specialist certificate in Industrial Arts this consists of two parts as follows:

Part I: activity analysis, course of study and shop management, advanced shop work.

Part II: Observation and Practice Teaching.

62. Standards for the Recommendation of Vocational, Occupational and Industrial Arts Certificates

The final standing of students in attendance in the programme for the Vocational certificate, Type B, or the courses for the Intermediate and Specialist certificates in Industrial Arts shall be determined by the combined results of the sessional records and the records of the final examinations of Part I and by the results of the records of Part II, of the course concerned.

The sessional records in each course represent oral and written exercises, practical work, research reports, frequent tests, and the results of term and final examinations.

A candidate shall pass in each of the subjects listed in the Programme of Studies of the course concerned. The pass standard shall be 50% of the marks assigned to each subject of Part I and 50% of the marks assigned for each division of Part II.

A candidate for the Intermediate Industrial Arts certificate or the Specialist Industrial Arts certificate must pass a performance test before being recommended for a certificate.

A candidate for the Interim Vocational or Occupational certificate, Type B, must obtain 50% in each of the practical and theory portions of the Technical Proficiency examinations.

A candidate for the Vocational or Occupational certificate, Type B, or the Intermediate or Specialist certificates in Industrial Arts who passes in Part II and fails with a score not lower than 40% in not more than two subjects of Part I shall be exempted from further attendance. He may complete his standing for a certificate by re-writing at an annual examination, the examination(s) in the subject(s) in which he failed. Supplemental examinations will be held at the close of the winter and summer sessions. If either or both of the two failing scores are lower than 40%, the candidate shall attend one Summer Session in the subject(s) concerned.

If a candidate fails a second time in either or both of the supplemental examinations, he may be required to re-attend the Winter and Spring terms of the one-year programme.

Candidates who fail in more than two subjects of Part I or in either division of Part II shall be required to attend and successfully complete another session as follows:

(a) Candidates for Vocational and Occupational certificates shall attend either the Winter and Spring terms of the one-year programme or one Summer Session;

(b) Candidates for Industrial Arts certificates who fail in more than two subjects of Part I shall attend either the Winter and Spring terms of the one-year programme or one or more Summer Sessions as the Council of the College directs; candidates who fail in either division of Part II shall attend the Winter and Spring terms of the one-year programme.

A candidate for the Vocational or Occupational certificate, Type B, who fails in the practical or theory portions of the Technical Proficiency examinations shall write a supplemental examination if his average is more than 30%. If his average is below 30% he will be permitted to complete the regular Winter Session provided his standing in the professional subjects is satisfactory. However, Summer Course students will not be admitted to the Completing Session.

Final marks in any subject or for any Vocational, Occupational, or Industrial Arts certificate may not be issued until all assignments have been submitted.

63. High School Assistants', Type B, Initial and Completing Summer Sessions

From July 2, 1968 to August 23, 1968, a Summer Session will be held at The College of Education, leading to a Temporary Secondary School Teacher's certificate. The certificate will be valid for the school year 1968-1969. The holder of such certificate may secure a High School Assistant's certificate, Type B, by attending, on the recommendation of the principal and regional superintendent concerned, a second summer course in 1969, and by passing the examinations of that course.

Initial Eight-Week Summer Session

The holder of a Temporary Secondary School Teacher's certificate who has credit towards Part I of the Intermediate certificate in one of:
Business and Commerce Accountancy,
Business and Commerce Secretarial Subjects,
Business and Commerce Marketing,
Business and Commerce Data Processing,
Vocal Music,
Vocal and Instrumental Music,
Physical and Health Education,
credit towards the Intermediate certificate in Home Economics, may secure Part I of the Intermediate certificate, or the Intermediate certificate as the case may be, by attending, on the recommendation of the principal and regional superintendent concerned, a second summer course in 1969 and by passing the examinations of the course. No candidate will be awarded Part I of the Intermediate certificate or the Intermediate certificate before he has been awarded the High School Assistant's certificate, Type B.

A candidate for admission to the programme leading to a Temporary Secondary School Teacher's certificate must fulfill all the conditions of admission to the programme for the Interim High School Assistant's certificate, Type B (Section 12), and also must submit evidence that he has accepted after March 22 a contract offered by an Ontario secondary school board for the ensuing school year for a position for which no fully qualified applicant is available. Application should be made to the Registrar, The College of Education, 371 Bloor Street West, Toronto 5.

Programme of Studies

The course of training for the Summer Session, July 2 to Augus 23, 1968, will consist of:

Administration and Professional Practice; Educational Psychology and courses in the principles and procedures of teaching *an two* of the following subjects:

English

French
(A candidate should not choose French unless he has oral pro ficiency in the language and has a thorough knowledge o phonetics, grammar and syntax.)

History

Geography

Latin

Mathematics

Science
(A candidate should not choose Science unless he has ha previous laboratory experience and anticipates teaching Science.

One of the following subjects:

Business and Commercial Subjects
(A candidate who selects Business and Commerce as a doubl option requires no previous training. Instruction is given i typing, bookkeeping, shorthand, retailing and data processing A candidate must take these beginner's classes unless he ha university or four-year Business and Commerce Secondary Schoo credit or passes the qualifying test before the course begins Those who qualify by university or four-year Business an Commerce credits or pass pre-course tests may select Busines and Commerce as only one option.
A candidate with credit in Bookkeeping, Shorthand, Retailing o Data Processing, but not typing only, who selects Business an Commerce as a double option will select Business Machine Business Arithmetic, Business Organization and Management o Machine Mathematics as required to complete the Intermediat Parts I and II of the certificate.)

Home Economics
(No candidate may choose this subject unless she is qualified to take the course. A candidate who is eligible for admission to the course leading to a High School Assistant's certificate, Type A, must choose Home Economics as one of her options.)

German

Spanish
(A candidate should not choose one of these subjects unless he has oral proficiency in the language and has a thorough knowledge of phonetics, grammar and syntax.)

Music

Physical and Health Education
(To qualify, a candidate must pass a standard motor ability test. The candidate should have an interest in physical activities.)

Completing Seven-Week Summer Session

A Summer Session for the High School Assistant's certificate, Type B, will be held from July 2, 1968, to August 16, 1968, for candidates who qualified for Temporary Secondary School Teachers' certificates on completion of the Initial eight-week summer course in 1967, and who are recommended for admission by the principal and regional superintendent concerned. The programme will consist of courses in the principles and procedures of teaching the optional subjects of the Initial course, Educational Psychology, and the History and Philosophy of Education.

A candidate who fails in more than two subjects shall re-attend the Completing Summer Session or attend the course described in Section 64 with a change of optional subjects.

A candidate who fails in more than two subjects of the course (of which only one may be a course in the principles and procedures of teaching) may qualify for the Type B certificate under conditions outlined in Section 16.

64. High School Assistants', Type B, Summer Session for Teachers with Professional Training

Candidates who have fulfilled the requirements for admission to the High School Assistants' Programme, Type B, and

1. hold Ontario Elementary School Teacher's (or First Class) certificates,

2. hold Ontario Vocational certificates,

3. have had equivalent professional training elsewhere, or

4. have failed an examination or a supplemental examination or examinations of the Type B course and have not been asked by the Revising Board to withdraw from teaching altogether

will be exempted from attendance at a one-year session of The College of Education but will attend the Summer Course for Teachers with Professional Training for a High School Assistant's certificate, Type B.

The pass standard for candidates in this course will be the same as that for candidates in attendance during a regular session.

A candidate who has been duly admitted to the Summer Session for Teachers with Professional Training for the High School Assistant's certificate, Type B, who attends throughout the session and who passes the examinations at the close of the session, may, on the recommendation of the examiners, be awarded by the Minister of Education, the Interim High School Assistant's certificate, Type B.

A candidate who has attended the Summer Session, with the exception of those admitted under (4) above, and who fails in one or more of the tests prescribed for an Interim High School Assistant's certificate, Type B, may complete his standing for the certificate under the following conditions:

A candidate who fails in more than two subjects shall reattend a Summer Session for Teachers with Professional Training another year.

A candidate who fails in not more than two subjects of the programme (of which only one may be a course in the principles and procedures of teaching) may qualify for the Type B certificate under conditions outlined in Section 16.

The course of training will consist of the following subjects:
Administration and Professional Practice;
Courses in the principles and procedures of teaching *any* two of the following: English, French, Geography, History, Latin, Mathematics, Science.

Business and Commerce Subjects may be chosen as two subjects by a candidate who holds an Interim Commercial Vocational Type B or equivalent certificate. This programme will be offered in Toronto only. For further information write to Professor A. P. Seggie, The College of Education.

Note:
See Section 4 regarding *Extension of Jurisdiction of Ontario Basic Teaching Certificates—Elementary and Secondary.*

65. Type A Seminars

A special summer session of six weeks, beginning on July 2, 1968, will be offered to provide the opportunity for teachers who hold a High School Assistant's certificate, and who possess the necessary academic qualifications, to obtain an Interim High School Assistant's certificate, Type A. Applications will also be entertained from holders of Type B certificates who are graduates of honour courses approved by the Department of Education but whose standing is below Grade B or Class II but not lower than 60%, who submit evidence from the principal and area or municipal superintendent of at least five years' teaching experience in the subject, or subjects, of their special field of study, at least two years of which must have been in Grades XII or XIII and graded above average, in an Ontario secondary school subsequent to obtaining the professional standing referred to above. Applications for enrolment under this plan must be made to the Registrar, The College of Education by March 31. This privilege may not be extended after July 1, 1969.

Professional courses leading to the Type A certificate in one of the following special fields of scholarship will be offered:

Biology
Chemistry
Chemistry and Biology
Classics
Economics
English

English and French
English and German
English and Latin
English and Spanish
English and History
French
French and German
French and Italian
French and Spanish
Geography
History
Home Economics
Italian and Latin
Latin
Latin and French
Latin and Greek
Mathematics
Mathematics and Physics
Physical and Health Education
Physics
Physics and Biology
Physics and Chemistry
Political Science
Political Science and Economics
Science
Spanish and Latin

Applicants must be recommended in their special fields of scholarship and teaching by the Department of Education. If it should prove necessary, an equitable limitation of the enrolment may be made. Preference will be given to teachers holding the Permanent High School Assistant's certificate, and applications will be considered in the order in which they are received.

Written examinations will be held at the end of the course.
Applications for enrolment must be made to the Registrar, The College of Education, by March 31.

66. Home Economics Summer Sessions

Intermediate Courses
Summer Sessions leading to the Intermediate certificate in Home Economics will be held in Toronto from July 2, 1968 to August 2, 1968, for candidates who qualify for either Part I, II or III courses.

Part I
An applicant who holds a Second Class certificate, a First Class certificate, an Elementary School Teacher's certificate, or a High School Assistant's certificate is eligible.

Part II
A candidate who successfully completes Part I of the programme is eligible for admission to this course.

Part III
A candidate who has completed successfully both Part I and Part II of the programme is eligible for this course.

Part IV
A candidate who has completed successfully Part I and II of the programme is eligible for this course.

Note: Part III and Part IV will be offered in alternate years and may be taken in either order. Part IV will be offered in 1968 but will not be offered in 1969. Part III will not be offered in 1968 but will be offered in 1969.

Letters of confirmation will be issued as each part of the programme is completed successfully. A candidate will be recommended for the Intermediate certificate when all parts have been completed successfully.

Applications must be submitted not later than June 3, 1968, to the Principal of the Home Economics Summer Sessions, The College of Education, 371 Bloor St. West, Toronto 5.

Intermediate Programme for Graduates with University Credits in Home Economics

Admission to this session is restricted to students who submit evidence of graduation, with a standing not lower than 60% in the Home Economics of the final year from a University course approved by the Minister of Education, which includes at least 15 suitable credits in Home Economics.

The Summer Session will be conducted in Toronto, from July 2, 1968, to August 9, 1968. Final examinations will be written at the end of the session.

Applications must be submitted not later than June 3, 1968, to the Head of the Home Economics Department, The College of Education, 371 Bloor St. West, Toronto 5.

67. School Librarianship Summer Courses

There are three six-week summer courses leading to the Specialist certificate in School Librarianship. The Intermediate Courses, Parts I and II, lead to the Intermediate certificate in School Librarianship. The third summer course leads to the Specialist certificate. These three courses must be taken consecutively. They are offered to meet the greatest need, hence all three courses are not necessarily offered every summer, nor consecutively.

The Intermediate Courses, Parts I and II, and the Specialist's Course will be offered in Toronto from July 2 to August 9, 1968. Application forms may be obtained from the Head of School Librarianship Department, The College of Education, 371 Bloor Street West, Toronto 5. Applications must be submitted before May 1, 1968. Enrolment will be limited to 60 candidates in each course.

Intermediate Course, Part I
This is the first of two summer sessions leading to the Intermediate certificate in School Librarianship. This programme offers basic training for teachers who wish to be secondary school librarians. It will include the following subjects: Technical Services (Classification and Cataloguing) as related to school needs with laboratory periods for practice; The School Library Collection with particular attention to Biography, Science and basic Reference books; School Library Programme and Administration.

Applicants for admission to this course must:
1. hold High School Assistant's certificate;
2. have at least one year of successful teaching experience in an Ontario secondary school.

An average of 50% in each subject is required to pass. Candidates who successfully complete this course will be issued a

letter of confirmation.

Intermediate Course, Part II
This is the second of two summer sessions leading to the Intermediate certificate in School Librarianship. This programme continues the basic training offered in Part I with emphasis on the materials and services supplied by the school library to support the secondary school curriculum. It will include the following subjects: Technical Services (Classification and Cataloguing); The School Library Collection; School Library Programme and Administration.

Applicants for admission to this course must:
1. hold High School Assistant's certificate;
2. hold an Elementary certificate in School Librarianship, or a letter of confirmation of successful completion of School Librarianship, Intermediate Course, Part I;
3. submit evidence, certified by the principal of the school concerned, of at least one year of successful secondary school library experience during a minimum of 15 periods per week subsequent to the completion of the Intermediate Course, Part I. This school library experience should include: conducting a library programme with regular classes; supervising student use of the library before and after regular school hours; organizing library materials and services in library work periods.

An average of 50% in each subject is required to pass. Candidates who successfully complete this programme will be recommended for the Intermediate certificate in School Librarianship.

Specialist Course
This summer session will continue the training offered in the Intermediate Course. It will include the following subjects: Technical Services (Classification and Cataloguing); The School Library Collection with particular attention to adult books for young people, and outstanding fiction; School Library Programme and Administration. Applicants for admission to this course must:
1. hold a Permanent High School Assistant's certificate;
2. submit evidence, certified by the principal of the school concerned, of at least one year of successful secondary school library experience during a minimum of 15 periods per week, subsequent to completion of the Intermediate Course, Part II.

An average of 50% in each subject is required to pass.
A candidate who successfully completes this session will be recommended for a Specialist certificate in School Librarianship.

68. Business and Commerce Summer Sessions

Teachers who wish to enrol in any of the following Summer Sessions should write for application forms to the Director, Business and Commerce Department, The College of Education, 371 Bloor Street West, Toronto 5, and should submit the completed form before June 3, 1968.

Intermediate Session, Part I
Summer sessions leading to the completion of Part I of the Intermediate Accountancy, Intermediate Secretarial, Intermediate Marketing or Intermediate Data Processing will be held at Central High School of Commerce, Toronto, for candidates who hold an Elementary School Teacher's certificate or a High School Assistant's certificate, Type B.

Subjects:
Typewriting A; Shorthand A; Bookkeeping A; Typewriting B; Shorthand Theory, Bookkeeping B; Typing Methods; Shorthand Methods; Bookkeeping Methods; Business Practice Methods; Retail Merchandising; Merchandising Methods; Principles of Punched Card Data Processing.

Intermediate Session, Part II
Summer sessions leading to the Intermediate Accountancy, Intermediate Secretarial, Intermediate Marketing or Intermediate Data Processing certificates will be held at Central High School of Commerce for candidates who qualify for the courses. To these courses may be admitted an applicant who has completed or who is completing subjects for the Intermediate, Part I, course.

Subjects:
Office Practice, Business Law; Business Arithmetic; Business Machines; Business Correspondence; Shorthand Practice; Business Finance; Business Organization and Management; Consumer Principles and Practices; Principles of Electronic Data Processing; Data Processing Methods.

Specialist Sessions
Summer sessions leading to the Specialist certificates in Accountancy, Secretarial, Marketing or Data Processing will be held at Central High School of Commerce for candidates who qualify for the courses. To these sessions may be admitted an applicant who holds an Ontario High School Assistant's certificate Type B and who holds the Intermediate, Part II, of a Business and Commerce certificate, or who is completing subjects for one of these certificates, and whose programme, approved by the Director, permits a start on subjects leading to a Commercial Specialist certificate.

Subjects:
Economics of Distribution; Accounting I; Accounting II; Secretarial I; Secretarial II; Marketing I; Marketing II; Electronic Data Processing, Part I; Electronic Data Processing, Part II; Major Methods in Accounting Subjects; Major Methods in Secretarial Subjects; Major Methods in Marketing; Electronic Data Processing Methods; Organization and Supervision of a Commercial Department.

Credit may be allowed for equivalent university courses previously taken if certified statements or transcripts are submitted.

Examinations

Examinations
(a) Examinations, both supplemental and regular, in the non-machine subjects will be held in May at The College of Education and at centres throughout the Province. Requests to write the examinations should be made to the Director, Business and Commerce Department, before March 1, 1969. The timetable of examinations will be mailed to candidates whose application has been accepted in April, 1969. Late applicants will be required to write examinations in Toronto.

(b) Examinations will be held at the end of June, 1969, in the subjects requiring a typewriter or other business machine, i.e., Typing, Office Practice, Shorthand Practice, Business Correspondence, Business Machines and Secretarial I and II, the week before the opening of the summer school course. The timetable of examinations will be issued in May, 1969.

Subjects which may be written as examinations or supplementals

(a) Subjects of the Intermediate, Part I or II courses for which College bulletins have been successfully completed;

(b) Subjects of the Intermediate, Part I or II courses which the candidate has taught at least one year within the last two years, as certified by the school principal;

(c) Subjects of the Intermediate Part I or II courses for which night school work at a high school or business college has been completed successfully;

(d) Subjects in which the applicant has failed to obtain 66% at a university or high school Business and Commerce course;

(e) Subjects in which the applicant failed to obtain standing at a previous summer course;

(f) Subjects in which the applicant has taken machine courses conducted by a business corporation. (Proof of course work must be submitted.)

69. Commercial Vocational Summer Session

Commercial Vocational Certificate, Type B, in Specified Commercial Subjects

(a) Two-Summer Programme
As a temporary measure, if there are sufficient applicants, a special Commercial Vocational Summer Session of five weeks' duration will be offered in Toronto and Ottawa in 1968. This course leads to an Interim Commercial Vocational certificate, Type B, valid for teaching specified commercial skills or subjects in a secondary school. To this session may be admitted applicants who hold acceptable certificates, diplomas, or degrees, and who meet the Department of Education requirements for this two-summer course. Attendance at a second summer of five weeks in 1969 will be necessary to complete the requirements for this certificate.
The second summer of this two-summer special Commercial Vocational Summer Session leading to an Interim Commercial Vocational certificate, Type B, will be offered in Toronto and Ottawa in 1968 for those who completed successfully the first five weeks in 1967.

(b) Three-Summer Programme
If there are sufficient applicants, another special Commercial Summer Course of three summers' duration of five weeks each

will also be offered in Toronto and Ottawa in 1968. This course leads to an Interim Commercial Vocational certificate, Type B, valid for teaching Typewriting, Office Practice, Shorthand, or Marketing in any secondary school for those applicants who meet the Department of Education requirements for this three-summer course.

The second and third summer of the three-summer special Commercial Vocational Summer Session leading to an Interim Commercial Vocational certificate, Type B, valid for teaching Typewriting, Office Practice, Shorthand, or Marketing only will be offered in Toronto and Ottawa in 1968 for those who completed successfully the work of the previous summer course in 1967.

Any teacher who holds a Permanent Commercial Vocational certificate, Type B, and obtains an approved degree, may secure a High School Assistant's certificate, Type B.

Applications for these sessions and requests for additional information should be addressed to Professor G. A. Reid, The College of Education.

70. Vocational and Occupational Summer Sessions

Vocational, Type B

Summer Sessions leading to the Vocational certificate, Type B, will be offered from July 2, 1968, to August 16, 1968 for holders of High School Assistant's certificates who meet Department of Education requirements for Vocational certification.

Vocational and Occupational, Type B

The first of two seven-week Summer Sessions leading to the Interim Vocational certificate, Type B, or the Interim Occupational certificate, Type B, will be offered from July 2, 1968, to August 16, 1968 inclusive.

See Sections 48 - 60 for details for those candidates who can satisfy the admission requirements to the winter course and in addition have a signed contract to teach a vocational subject or the practical occupational subjects for the 1968-69 school year.

Vocational, Type A

Summer Sessions leading to the Vocational certificate, Type A, will be held from July 2 to August 2, 1968. Part I and Part II will be offered at The College of Education, Toronto.

Application should be made to the Director, Technical and Industrial Arts Department, The College of Education, University

of Toronto, 371 Bloor Street West, Toronto 5, Ontario.

Occupational, Type A
Summer Sessions leading to the Occupational certificate, Type A, will be held from July 2 to August 2. Parts I and II will be offered at The College of Education, University of Toronto, 371 Bloor Street West, Toronto 5.

Note: Applications must be received before June 3, 1968, for any course listed above.

71. Industrial Arts Summer Sessions

Specialist Programme
Summer Sessions leading to Specialist certification in Industrial Arts will be held from July 2, 1968, to August 2, 1968. Parts I, II and III will be offered if enrolment in each part is sufficient.
Requirements for entrance into Part I are: an Intermediate certificate and one year of successful teaching in Industrial Arts; standing in seven Grade XIII credits, including English Composition and English Literature.
A candidate who wishes to apply for entrance to Part II must submit the official records of satisfactory completion of Part I. Admission to Part III depends upon satisfactory completion of Part II.

Intermediate Programme
This programme consists of 3 parts, each of 5 weeks' duration.
To Part I will be admitted (if sufficient candidates apply):
A candidate holding a High School Assistant's certificate, who has passed in the course with the Industrial Arts option. See Section 20, and Section 36.
A candidate holding a Vocational certificate, who is teaching Industrial Arts in a secondary school.
A candidate holding an Elementary School Teacher's certificate and also Parts I and II of the Elementary Industrial Arts course and Part I of the Arts Supervisor's Course, with a standing of 66% in the latter course.
Admission to Part II requires passing grades in all subjects of Part I and to Part III requires the successful completion of Part II.
Application should be made before June 3, 1968, to the Director, Technical and Industrial Arts Department, The College of Education, University of Toronto, 371 Bloor Street West, Toronto 5, Ontario.

Elementary Programme
This programme consists of two summer sessions, each of five weeks' duration.
To Part I may be admitted a teacher who holds a certificate or Letter of Standing qualifying him to teach in an elementary or secondary school in Ontario.
To Part II may be admitted an applicant who has completed satisfactorily Part I of this course.
An applicant who has completed successfully Part II of the course will receive an Elementary Industrial Arts Certificate.

Supervisor's Programme
This programme consists of two summer sessions, each of five weeks' duration.
To part I may be admitted a teacher
1. who holds a certificate or Letter of Standing qualifying him to teach in an elementary or secondary school in Ontario and
2. has successfully completed Parts I and II of the Industrial Arts Elementary Summer Course.

To Part II may be admitted an applicant who has successfully completed Part I of this programme.
An applicant who has successfully completed Part II of this programme will receive an Industrial Arts Supervisor's certificate.

72. Occupational Trades Summer Sessions

Note: Any individual programme will be offered only if a sufficient number apply.
Programmes leading to Occupational certificates. Parts I and II will be offered in 1968.
To Part I will be admitted holders of Vocational certificates, and holders of Industrial Arts Intermediate certificates, who hold contracts with Boards of Education to teach this subject in composite schools.
To Part II will be admitted candidates who have completed Part I.

73. Physical and Health Education Summer Sessions

Separate programmes will be offered in Toronto for men and women. These courses lead to the following certificates:

Intermediate
The programme leading to an Intermediate Physical and Health Education certificate consists of two Summer sessions (Inter-

mediate, Parts I and II). These courses will be held from July 2 to August 2.
Applicants for admission to the course must hold a High Schoo Assistant's certificate.
Applicants holding an Elementary Physical and Health Educatior certificate granted under former regulations may be admitted to the second Summer Session (Intermediate II).

Specialist
The Summer Session leading to the Specialist certificate will be held in Toronto from July 2 to August 9, 1968.
Applicants for admission to the session must hold a High School Assistant's certificate, or a Permanent High School Assistant's certificate and an Intermediate Physical and Health Education certificate, and have taught for a period of at least one year in a secondary school in Ontario, or in Grade IX or X of a public or separate school in Ontario or hold a High School Assistant's certificate, and a Supervisor's certificate in Physical and Health Education.

Special Summer Session for Teachers of Physical and Health Education for Girls
The Special Summer Session for Teachers of Physical and Health Education for Girls will be held in Toronto from July 2 to August 2, 1968.
Applicants for admission to the session must hold:
1. Permanent Elementary School Teacher's (or First Class) certificate,
2. A Secondary School Honour Graduation diploma or equivalent standing,
3. A contract with an Ontario secondary school Board of Education.

After satisfactory completion of the programme, the candidate will receive from the Department of Education a letter to that effect.

Equipment
All students in Physical and Health Education are required to wear the prescribed uniform in practical classes. The approximate cost of a uniform is $10 for the women and $6 for the men. Information concerning equipment, books, preparation for the course, location of the course, and hours, will be sent on acceptance of applications.

Medical Certificates
Each applicant will be required to forward by June 15 a medical

certificate from his own physician indicating that he is physically fit to take the Summer Session. Final registrations will not be accepted and students will not be permitted to take part in the Summer Session until this condition has been fulfilled.

Applications
Application forms may be obtained from the Head of Women's Physical and Health Education, or from the Head of Men's Physical and Health Education, The College of Education, 371 Bloor Street West, Toronto 5.
Completed application forms must be returned not later than June 3, 1968.

74. Attendance at Summer Sessions

Owing to the compact nature of the Summer Sessions, absenteeism cannot be tolerated except for reasons of health and then only for a maximum of five days supported by a medical doctor's statement. This regulation applies to all candidates attending all Summer Courses.

Graduate Degrees in Education

76. Programmes of study leading to University of Toronto graduate degrees of Master of Education, Master of Arts, Master of Philosophy, Doctor of Education and Doctor of Philosophy are available through the *Ontario Institute for Studies in Education,* 102 Bloor St. West, Toronto 5.

Students from Overseas

77. In a typical year students from a dozen or more overseas countries will be registered in the College. While the majority of these are experienced officials pursuing studies leading to graduate degrees, arrangements are also made for individual students from abroad to be enrolled in an appropriate teacher-training programme. A special effort is made to welcome qualified overseas students who plan to return to their own country on completion of their studies, and to meet their special needs insofar as the resources of the College permit.

The University of Toronto issues the following calendars and other publications concerning courses of instruction given by the University, any one of which may be had on application to the Office of Admissions of the University, or to the Secretary of the Faculty, School or Institute about which information is sought.

General Information—	University of Toronto Handbook
Admission Information—	Admission Awards Admission Circular
Applied Science and Engineering—	Faculty of Applied Science and Engineering Engineering at Toronto—descriptive brochure Diploma Course in Operations Research
Architecture—	Faculty of Architecture, Urban and Regional Planning and Landscape Architecture Landscape Architecture—descriptive brochure Graduate Work in Architecture—descriptive brochure
Arts and Science—	Faculty of Arts and Science Courses and Subjects in Arts and Science Diploma Course in Computing and Data Processing
Business—	School of Business—Graduate Programme in Business Administration
Child Study—	Institute of Child Study
Dentistry—	Faculty of Dentistry Division of Postgraduate Dental Education Division of Dental Hygiene
Education—	The College of Education Graduate Degrees in Education*
Extension—	Degree Courses in Extension Certificate Course in Business Certificate Course in Public Administration Certificate Course in Criminology Evening & Afternoon Courses in the Liberal Arts Business and Professional Courses Correspondence Courses Pre-School Education
Food Sciences—	Faculty of Food Sciences
Forestry—	Faculty of Forestry

Graduate Studies—	School of Graduate Studies
Hygiene—	School of Hygiene
Law—	Faculty of Law
Library Science—	School of Library Science
Medicine—	Faculty of Medicine Division of Rehabilitation Medicine Division of Postgraduate Medical Education
Music—	Faculty of Music The Royal Conservatory of Music School of Music Yearbook General Syllabus Pianoforte and Theory Syllabus
Nursing—	School of Nursing
Pharmacy—	Faculty of Pharmacy
Physical and Health Education—	School of Physical and Health Education
Social Work—	School of Social Work

*Write to: Ontario Institute for Studies in Education, 102 Bloor Street West, Toronto 5, Ontario.

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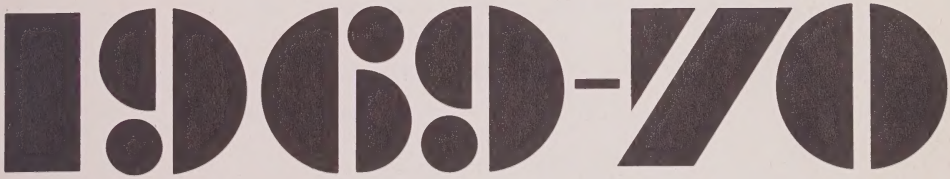

In view of increasing costs of supplies and labour, fees, residence dues and other charges set forth in this calendar are subject to change by the Board of Governors.

Enquiries concerning courses at The College of Education should be addressed to the Registrar, The College of Education, 371 Bloor Street West, Toronto 181.

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When secondary education in Upper Canada was officially introduced in 1807, qualifications for teachers were ill-defined and professional training was non-existent. Nevertheless, a surprising number of "educated gentlemen" found their way into the classrooms of the District Grammar Schools. Unfortunately, the supply of these superior pedagogues failed to keep pace with the growth of the population and the subsequent increase in schools. But in spite of the difficulties encountered, no serious attempt to provide teacher training was made for more than half a century.

Beginning in 1858, a number of experiments involving model schools and training institutes was conducted with the aim of improving the academic and professional qualifications of teachers. None of these endeavours met with any widespread satisfaction.

In 1890, all such operations were abandoned with the founding of a provincial School of Pedagogy in Toronto. Seven years later, this institution was moved to Hamilton and renamed the Ontario Normal College.

In 1906, the training of secondary school teachers was modified drastically when Faculties of Education were organized at the University of Toronto and at Queen's University. In Toronto, the Faculty offered professional secondary school courses in Pedagogy. In order to improve the practical and experimental aspects of its programme, the Faculty established, in 1910, a practice school, the University of Toronto Schools.

This pattern of teacher training continued until after the close of World War I. In 1920, it came to an abrupt end when the Faculty of Education at Queen's was discontinued and the Faculty at Toronto was designated as the Ontario College of Education, University of Toronto.

During the period since its inception, the Ontario College of Education has expanded its programme, its services, its facilities, and has added a number of important departments: the Guidance Centre, in 1945; the Vocational and Industrial Arts Department, in 1946; the Department of Advanced Academic Recommendation (now known as the Committee on Advanced Standing), in 1957; and the Educational Media Centre, in 1966.

In 1966, the Departments of Graduate Studies and Research were transferred to the Ontario Institute for Studies in Education, with the result that the activities of those departments are now administered by the Institute.

In 1966, a new agreement for the operation of the Ontario College of Education was made between the Minister of Education

and the University of Toronto, establishing a College Council and Advisory Board. By the same agreement, the name of the College was changed to *The College of Education, University of Toronto.*

During a period of forty-five years The College was the sole institution in the province for the preparation of secondary school teachers. In 1965, the situation altered with the opening of the Althouse College of Education, The University of Western Ontario. And, in 1967, a third institution was created with the establishment of the McArthur College of Education, Queen's University.

Today, The College of Education pursues its traditional rôle of training secondary school teachers and, in addition, trains a number of elementary school teachers. The College also administers the University of Toronto Schools and the Guidance Centre.

Academic Calendar, Summer Session, 1969

July 2 to August 1	Business and Commerce Summer Sessions for Intermediate Accountancy, Data Processing, Marketing and Secretarial, Parts I, II and Specialist
July 7 to July 11	Business and Commerce, Updating courses
July 2 to August 1	Commercial-Vocational Five-Week Summer Session (C2)
July 2 to August 1	Commercial-Vocational Five-Week Summer Session (C3)
July 2 to August 1	Commercial-Vocational Completing Session (C2)
July 2 to August 1	Commercial Second and Third Summer Sessions for Commercial-Vocational Teachers (C3)
July 2 to August 15	High School Assistants' Completing Seven-Week Summer Session
July 2 to August 22	High School Assistants' Initial Summer Session for Mature Students
July 2 to August 8	High School Assistants' Summer Session for Teachers with Professional Education
July 2 to August 8	High School Assistants' Type A Summer Session
July 2 to August 8	Home Economics Summer Session, Intermediate, Parts II and III
July 2 to August 8	Home Economics Summer Session for University Graduates
July 2 to August 1	Industrial Arts, Elementary, Parts I, II and III Summer Session
July 2 to August 1	Industrial Arts, Intermediate, Parts I, II and III Summer Session
July 2 to August 1	Industrial Arts, Specialist, Parts I, II and III Summer Session
July 2 to August 15	Occupational Type A (Practical Subjects) Parts I and II Summer Session
July 2 to August 15	Occupational Type B (Practical Subjects) Parts I and II of the Trades course for men
July 2 to August 15	Occupational Type B (Practical Subjects) Parts I and II of the Trades course for women
July 2 to August 15	Occupational Type B (Practical Subjects) Parts I and II of the Pedagogy course
July 6 to August 1	Outdoor Education Course
July 2 to August 8	Physical and Health Education (Women) Summer Session, Intermediate, Parts I and II
July 2 to August 8	Physical and Health Education (Women) Specialist Summer Session
July 2 to August 8	Physical and Health Education (Men) Summer Session, Intermediate, Parts I and II
July 2 to August 8	Physical and Health Education (Men) Specialist Summer Session
July 2 to August 8	Physical and Health Education Special Summer Session for Teachers of Physical Education for Girls
July 2 to August 8	School Librarianship Summer Session, Specialist
July 2 to August 15	Vocational Type B, Parts I and II Summer Session
July 2 to August 1	Vocational Type A, Parts I and II Summer Session
July 2 to August 15	Vocational Type B, for holders of High School Assistant's Type B Certificates Summer Session

Academic Calendar, One-Year Programme, 1969-70

	Autumn Term, 1969 September 15 to December 19
September 15	Registration, 9 a.m. (Division I)
September 15	Address by the President to the students of all faculties and schools at 2:00 p.m. in Convocation Hall
October 13	Thanksgiving Day
October 20	Registration, 9 a.m. (Division II)
November 11	Remembrance Day
December 31	Last day for accepting applications for supplemental practical tests
	Winter Term, 1970 January 5 to March 26
January 20	Last day for receiving the second instalment of fees
January 31	Last day for accepting applications for supplemental written examinations
March 23 to 30	Mid-term break
March 27	Good Friday
	Spring Term, 1970 March 31 to May 15
April 13 to May 15	Final Examinations
May 29	Start of University Commencement

University Administrative Officers 1968-69

President	C. T. Bissell, M.A., Ph.D., D. ès L., D.Litt., LL.D., F.R.S.C.
Assistant to the President	N. S. C. Dickinson, C.D., B.A.
Executive Vice-President (Academic) and Provost	J. H. Sword, M.A.
Vice-Provost and Executive Assistant to the President	D. F. Forster, B.A., A.M.
Executive Vice-President (Non-Academic)	A. G. Rankin, B.Com., F.C.A.
Executive Assistant to the Executive Vice-President (Non-Academic)	J. F. Brook
Vice-President (Administration)	F. R. Stone, B.Com., F.C.A.
Secretary of the Board of Governors	D. S. Claringbold
Director of Administrative Services	M. A. Malcolm, B.A.
Director of Physical Plant	F. J. Hastie, B.Sc., P.Eng.
Director of Finance	P. P. M. Robinson, C.A.
Vice-President (Health Sciences)	J. D. Hamilton, M.D., F.R.C.P.(C.)
Vice-President (Research Administration)	G. de B. Robinson, M.B.E., B.A., Ph.D., F.R.S.C.
Vice-President and Registrar and Secretary of the Senate	R. Ross, M.B.E., M.A.
Executive Assistant to the Vice-President and Registrar and Assistant Secretary of the Senate	W. Kent, M.A.
Vice-President and Graduate Dean	E. Sirluck, M.B.E., M.A., Ph.D., LL.D., F.R.S.C.
Chief Librarian	R. H. Blackburn, M.A., B.L.S., M.S., LL.D.
Director of University Extension	G. H. Boyes, M.A.
Director of Admissions	E. M. Davidson, B.A.
Director of Student Awards	Miss H. L. Reimer, B.A., B.Ped.
Special Officer (Secondary School Liaison)	J. R. H. Morgan, M.B.E., M.A., B.Paed., LL.D.
Director of Statistics and Records	J. M. Tusiewicz, M.A.Sc., M.B.A.
Director of University Health Service	G. E. Wodehouse, M.C., M.D., F.R.C.P.(C.), M.R.C.P.

Assistant Director of University Health Service—Women	Miss F. H. Stewart, B.A., M.D.
Director of Placement Service	A. W. Headrick, M.A.
Director of International Student Centre	Mrs. K. Riddell, B.A.
Director of the Advisory Bureau	D. J. McCulloch, B.A., M.D., D.Psych., F.R.C.P.(C.)
Director of Housing Service	Mrs. M. G. Jaffary, B.A.
Director of University of Toronto Press	M. Jeanneret, B.A., LL.D.
Director of Information	K. S. Edey
Director of Alumni Affairs	J. C. Evans, B.A.
Director of Development	R. J. Albrant
Warden of Hart House	E. A. Wilkinson, B.A.
Director of Athletics and Physical Education—Men	W. A. Stevens, B.S.
Director of Athletics and Physical Education—Women	Miss A. Hewett, B.Ed., P.E.

The College of Education Administrative Staff 1969-70

Dean	D. F. Dadson, B.A., B.Ed.
Assistant Dean	H. O. Barrett, C.D., B.A., D.Paed., F.O.T.F.
Director of the Department of Technical and Industrial Arts	A. W. Frizzell, B.A.Sc., P.Eng.
Assistant Directors of the Department of Technical and Industrial Arts	F. E. Mason, B.A. T. H. G. Luther, M.A., B.Ed.
Director of the Department of Business and Commerce	A. P. Seggie, B.A.
Director of Practice Teaching	J. W. Dodd, B.A.
Assistant Directors of Practice Teaching	W. G. London, B.A. R. Cairns, B.A.
Associate Director of Practice Teaching (Technical and Industrial Arts)	D. J. Long, B.A.
Director of the Guidance Centre	C. L. Bedal, B.A., M.Ed.
Director, Committee on Advanced Standing	J. S. Carlisle, B.A., B.Paed.
Librarian	Miss M. Shortt, B.A., M.L.S.
Registrar	Miss A. A. L. Elliott, B.A.
Assistant Registrar	G. A. Whyte, B.A., B.J.
Nurse	Mrs. K. O. May, B.A., B.S., R.N.

Teaching Staff 1969-70
High School Assistants' Programme

Administration and Professional Practice

Professor	A. S. Nease, M.A., F.C.C.T.
Associate Professor	J. W. Greig, B.A., Ed.D.
Associate Professor	V. K. Gilbert, B.Sc., M.Ed.
Assistant Professor	K. M. Marjoribanks, B.Sc., B.A., M.Ed.

Art

Professor	P. H. Taçon, M.A., B.Paed.

Business and Commerce

Professor	A. P. Seggie, B.A.
Associate Professor	G. A. Reid, B.Com., B.Ed., M.A.
Associate Professor	J. H. Dool, B.A.
Associate Professor	L. J. La Fave, B.Ed., M.B.A.

Computer Studies

Associate Professor	L. J. La Fave, B.Ed., M.B.A.
Associate Professor	C. C. Brodeur, M.A., Ph.D.

Classics

Professor	B. C. Taylor, M.A.
Special Lecturer	K. E. Prentice, M.A.

Economics and Political Science

Assistant Professor	J. D. Thexton, M.A.

Educational Media

Professor	D. A. Clee, B.A., M.Sc.
Lecturer	Miss E. Crampton, L.U.D., C.S.T.D., I.P.C.

Educational Psychology

Professor	H. O. Barrett, C.D., B.A., D.Paed., F.O.T.F.
Associate Professor	S. L. Kong, B.A., M.Ed., Ph.D.
Associate Professor	W. V. Trott, M.A.
Associate Professor	C. C. Brodeur, M.A., Ph.D.
Associate Professor	R. W. Dent, M.A., Ph.D.
Assistant Professor	A. J. Zimmerman, B.A., M.Ed.
Assistant Professor	Mrs. Conchita Tan-Willman, B.S.E., M.A., Ph.D.

Elementary Education

Professor	G. E. Tait, B.A., B.Paed., Ed.D.

English

Professor	R. J. McMaster, B.A., B.Ed.
Professor	J. H. Stevens, M.A.
Associate Professor	J. W. MacDonald, M.A., Ed.D.
Associate Professor	C. H. Wall, B.A., B.Ed., M.A.
Associate Professor	R. T. Shephard, B.A.
Associate Professor	A. C. Coman, M.A.
Assistant Professor	Mrs. Johan Aitken, M.A.
Assistant Professor	Miss Joan Laird, B.A.
Assistant Professor	K. J. Weber, B.A.
Assistant Professor	A. A. Bowers, B.A.

Geography

Associate Professor	W. E. Sager, C.D., B.A.
Associate Professor	R. P. Baine, M.A.
Assistant Professor	Mrs. Una Elliott, M.A.

Guidance

Assistant Professor	C. L. Bedal, B.A., M.Ed.
Assistant Professor	B. R. Eardley, B.S., M.Ed.
Assistant Professor	P. A. Manuel, B.A., M.Ed.

History

Professor	J. C. Ricker, M.A.
Professor	A. D. Lockhart, M.A.
Associate Professor	R. W. P. Bowles, M.A.
Associate Professor	G. Smith, M.A.

History and Philosophy of Education

Professor	J. M. Paton, M.A., D.Paed., F.C.C.T.
Professor	A. F. Skinner, M.A., B.Sc., Ph.D., F.E.I.S.
Assistant Professor	D. A. MacIver, B.A., M.Ed.
Assistant Professor	T. W. Goodenough, B.A., M.A.
Assistant Professor	L. Stott, B.Ed.

Home Economics

Associate Professor	Miss Helen Finnegan, B.A., M.S.
Assistant Professor	Miss Audrey Warner, B.A., M.Sc.
Assistant Professor	Miss Annette Yeager, B.H.Sc.

Mathematics

Professor	W. B. MacLean, B.A., M.A.
Professor	W. S. Sawyer, B.A., M.A.
Professor	K. O. May, B.A., Ph.D.
Associate Professor	D. L. Mumford, B.A.
Assistant Professor	D. W. Alexander, B.A., B.Paed.
Assistant Professor	H. L. Ridge, B.Sc.
Assistant Professor	F. Ebos, M.Sc.
Assistant Professor	D. L. Fraser, B.Sc., B.Ed.

Modern Languages

Associate Professor	R. J. Jones, B.A., Mus.Bac., A.R.C.T.
Associate Professor	G. A. Kirk, M.A., Dip.D'E.
Associate Professor	C. R. Theodore, M.A.
Lecturer	E. F. James, B.A.
Special Lecturer in Italian	Mrs. M. Kuitunen, Dott. in Lett., M.A., Phil.M.
Special Lecturer in Russian and German	Mrs. G. J. Leech, Doc. phil.
Special Lecturer in French	Mme. M. Léon, L. ès L., D.E.S.
Special Lecturer in French	H. G. Schogt, M.A., Ph.D.

Music

Associate Professor	K. I. Bray, Mus.Bac., M.M.
Assistant Professor	Mrs. Natalie Kuzmich, Mus.Bac., M.A.

Physical and Health Education

Professor	J. H. Passmore, B.A., B.P.H.E., B.Ed.
Associate Professor	J. R. Life, B.P.H.E., M.Ed.
Assistant Professor	R. C. Goode, M.A., Ph.D.
Assistant Professor	D. F. Fawcett, B.P.H.E., M.A.
Associate Professor	Miss Jean M. Stirling, B.A.
Assistant Professor	Mrs. Janet Armstrong, M.A.

Psychology and Sociology

Professor	H. O. Barrett, C.D., B.A., D.Paed., F.O.T.F.

School Librarianship

Associate Professor	Miss Margaret Scott, B.A., B.L.S.
Assistant Professor	Miss Fay Blostein, B.A., B.L.S.

Science

Professor	A. H. Louden, B.A., B.Paed.
Associate Professor	R. G. Casson, B.Sc.
Associate Professor	H. M. Lang, B.A.
Assistant Professor	W. A. Andrews, M.Sc., B.Ed.

Theatre Arts

Associate Professor	J. C. W. Saxton, B.A., M.A.(Oxon.)
Assistant Professor	G. D. Wagner, M.A.

Teaching Staff 1969-70
Vocational Programme

Administration and Professional Practice

Professor	A. S. Nease, M.A., F.C.C.T.
Associate Professor	J. W. Greig, B.A., Ed.D.

Educational Psychology

Associate Professor	T. H. G. Luther, M.A., B.Ed.

English

Associate Professor	C. H. Wall, B.A., B.Ed., M.A.
Assistant Professor	G. R. Burfield, B.A.
Special Lecturer	Miss J. Laird, B.A.

History of Vocational Education

Assistant Professor	G. R. Burfield, B.A.

Industrial Arts

Associate Professor	T. H. G. Luther, M.A., B.Ed.
Associate Professor	E. P. Emerson, B.A., M.Ed.
Assistant Professor	R. W. Wilson, B.Sc., M.I.E.E.
Assistant Professor	R. Sramek, B.A.
Assistant Professor	W. S. Sloan, B.A., A.S.C.A.
Lecturer	C. Otto
Lecturer	A. Jameson
Lecturer	P. J. Briggs

Principles of Teaching

Professor	A. W. Frizzell, B.A.Sc., P.Eng.
Professor	F. E. Mason, B.A.
Associate Professor	D. J. Long, B.A.
Assistant Professor	W. J. Watson, B.A.
Assistant Professor	I. T. Malloch, B.A.
Lecturer	A. Gaydos, B.A.
Lecturer	H. J. Taylor

Technical Subjects

Associate Professor	D. J. Long, B.A.

Assistant Professor	W. J. Watson, B.A.
Lecturer	C. Otto
Lecturer	H. J. Taylor

Technical Proficiency Examinations

Director	E. Gascoigne, P.Eng.

University of Toronto Schools Staff 1969-70

W. B. MacMurray, B.A., B.Paed., Headmaster

C. D. S. Bate, B.A.Sc., M.Ed., Assistant Headmaster

D. F. Boutros, B.A.

C. S. Brubacher, M.A.

S. H. Bull, M.A.

E. J. Collins, B.A., B.Paed.

J. F. Eix, B.Sc.

G. A. Fleming, B.A., B.Ed.

G. F. FitzGerald

N. D. Fox, B.Com.

H. D. Gutteridge, M.A. (on leave of absence)

H. Hainsworth, M.A.

F. W. Ignatz, B.A.

D. A. Kearn, B.A., B.Ed.

H. C. Maynard, B.A.

W. R. H. Montgomery, M.A., Ph.D.

R. J. Moorfield, B.A.

L. H. Newell, B.A.

K. E. Prentice, M.A.

W. M. Simons, B.P.H.E., Dip. P.E.

F. M. Speed, B.Sc., B.Sc.S., B.Ed.

R. J. Stewart, B.A.

W. A. Stickland, B.A.

J. Stulac, B.P.H.E., B.A.

A. Z. Szandtner, B.P.H.E.

J. A. Vanstone, B.A.

C. W. Weir, B.A.

BISHOP'S WIFE
Lonely
DUNE BOY

1. Location of The College of Education

The College of Education is located at the corner of Bloor Street West and Spadina Avenue, in the northwest sector of the St. George Campus, University of Toronto. Mailing address of the College is 371 Bloor Street West, Toronto 181.

2. Function of The College of Education

The basic function of The College of Education is the training of teachers for professional service in elementary and secondary schools, especially in the schools of Ontario. Programmes of the College provide courses leading to *basic certificates* required for teaching in the high schools, collegiate institutes, vocational schools and elementary schools of Ontario. Other College courses lead to *additional certificates* in areas of subject specialization. The College itself does not grant teaching certificates. These are issued by the Ontario Department of Education on the recommendation of The Council of The College. With the exception of skilled tradesmen and some others taking Vocational courses, students in The College of Education are required to hold acceptable university degrees.

3. College Facilities

The College of Education is equipped with classrooms, lecture rooms, library, laboratories and gymnasia, an Educational Media Centre with a television studio and mobile television unit, language laboratories, a data processing centre and a typing laboratory.

4. The College Library

The Library provides service for faculty and students in The College of Education and constitutes the collection in the field of Education for the University of Toronto as a whole. The Library consists of approximately 53,000 volumes (books and bound journals) as well as an audio-visual collection including pictures, recordings and filmstrips. The Library subscribes to some 600 periodicals.

In addition to its loan collection, the Library offers reference services for students and faculty members. It maintains a general reference collection and special bibliographical and research tools in Education. The Reference Room houses a special collection of Early School Texts.

The College Library provides continuing service to graduates of The College.

Students attending The College of Education are entitled to use the University of Toronto Library and other departmental libraries.

5. University Facilities

Students registered for courses in The College of Education may use the University's athletic facilities, and Hart House, under such conditions as obtain with other students. They will also be admitted to the Royal Ontario Museum, 100 Queen's Park, and to the Toronto Art Gallery, Dundas Street, from 9 a.m. to 5 p.m., on presentation of their Admit to Lecture cards.

6. Health Centre, The College of Education and University of Toronto Schools

The Health Centre, in charge of a registered nurse, offers to students first aid, counsel with health problems, and referrals to doctor, dentist, or hospital as appropriate. The Centre is open each week during the session, Monday through Friday, from 8.30 a.m. to 4 p.m.

7. The University Health Service

Any student may consult a staff physician at the Health Service 9 a.m. to 5 p.m., Monday to Friday, and 9 a.m. to 12.30 p.m. (Men) and 12 noon (Women) Saturday, while the University is in session. The University does not accept any responsibility for injuries sustained by students while engaged in Physical Education classes or in University athletic activities, but through the Health Service provides for treatment within the following limits: minor injuries are treated at its offices; treatment for more serious injuries will be provided if such treatment is given under the direction and care of staff retained by the Health Service. Treatment is limited to students who suffer accidents while engaged in and which arise out of University Physical Education classes and athletic activities.
Health Service (Men), 256 Huron Street, 928-2459
Health Service (Women), 256 Huron Street, 928-2456

8. Housing Service

The University of Toronto maintains a listing of rooming houses, flats, apartments and homes. Information on these may be obtained through the Housing Service office at 49 St. George Street, Toronto 181.
Off-campus housing of this nature is not subject to University regulation, but every effort is taken to make the information as complete as possible. Students are encouraged to assist in this effort by reporting on the quality of the accommodation they have occupied.
A limited amount of accommodation is offered in exchange for part-time services such as housekeeping or babysitting.

9. St. Andrew's University Day Nursery

This day nursery, established and supported by the University of Toronto, the Graduate Students' Union and the Students' Administrative Council, provides pre-school education and day care facilities for children of University of Toronto students. Children aged two to five years are accepted.
The nursery, located at St. Andrew's United Church, 117 Bloor Street East, is well equipped and staffed, and is licensed under the Day Nursery Act, Province of Ontario. It operates from 8.30 a.m. to 5.45 p.m. throughout the winter and summer academic sessions. Fees are reasonable, and noon meals and morning and afternoon snacks are provided. Information may be obtained from the nursery (telephone 921-7078) or from the School of Graduate Studies.

10. University of Toronto Schools

The University of Toronto Schools, established in 1910 as a division of The College of Education, is a day school for boys from Grades 7 to 13. The normal enrolment is 420 students selected by competitive examinations from among a large number of applicants. Each year classes are admitted to Grades 7 and 9 respectively to replace the class graduating from Grade 13. The Ontario curriculum leading to university entrance is provided, with opportunities for enrichment, acceleration, independent study, and experimentation. The annual tuition fee is $300.00. The resources of the school are available to staff and students of The College for teaching practice, demonstration, and experiment.

11. Tuition and Other Fees

Fees for the High School Assistants' Programme and Vocational and Industrial Arts Programmes of the One-Year Session:

Academic Fee	Men $200	Women $200
Incidental Fees	Men $ 57	Women $ 32
Total Fees (if paid in one instalment)	Men $257	Women $232
First Term Instalment, due October 1	Men $157	Women $132
Second Term Instalment, due January 20	Men $103	Women $103

Note:

(1) The Academic Fee (which includes the examination and University Library fees) and the Incidental Fees are to be paid to the *University of Toronto* according to instructions on the *Fees Form* obtained from the Registrar.

(2) The fee for students attending the Session after Christmas is $100 plus Incidental Fees.

(3) Incidental Fees include the following:
For Men — Hart House; Students' Administrative Council; Athletic; Health Service; and such medical examinations as may be required for admission to The College.
For Women — Students' Administrative Council; Athletic; Health Service; and such medical examinations as may be required for admission to The College.

(4) An additional charge of $3 is made for payment of fees in two instalments.

(5) After January 20, an additional deferred payment fee of $3 per month shall be imposed until the whole amount has been paid.

(6) There is no additional fee for the High School Assistants' Programme, Type A, or for courses leading to additional certi-

ficates when taken concurrently with the High School Assistants' Programme, Type B.

For Supplemental Examinations:

Fee for the examination in one subject of any course when repeated in a subsequent session	$10

For Summer Sessions:

High School Assistants' Completing Summer Session	$80
High School Assistants' Initial Summer Session for Mature Students	$120
Summer Session for Teachers with Professional Education	$155
Type A Seminars, Summer Session	$100
Business and Commerce:	
Intermediate, Parts I and II, each	$50
Specialist	$50
Commercial-Vocational, each	$75
Commercial Examinations, per subject	$10
Intermediate Home Economics Summer Sessions:	
Intermediate, Parts II and III, each	$75
Intermediate for Graduates	$100
Industrial Arts Summer Sessions:	
Elementary, Parts I, II and III	$75
Intermediate, Parts I, II and III, each	$75
Specialist, Parts I, II and III, each	$75
Vocational and Occupational Summer Sessions:	
Type B for holders of H.S.A., Type B, Certificates	$100
Type B, Parts I and II, each	$150
Type A, Parts I and II, each	$75
Occupational Trades, Two-week Sessions, each	$25
School Librarianship Summer Session:	
Specialist	$100
Physical and Health Education Summer Sessions:	
Men, Intermediate Parts I and II, each	$75
Men, Specialist	$100
Women, Intermediate Parts I and II, each	$75
Women, Specialist	$100
Special Course for Teachers of Physical and Health Education for Girls	$75
Extra fee for Outdoor Education, taken in conjunction with a Physical and Health Education Course	$10

Notes:

The Incidental Fees required of students in the One-Year Programme shall not be required of students in the Summer Session.
A candidate who applies after the last date for application to any course listed in this Calendar will be assessed a late fee of $20 if the candidate is admitted to the course.
A candidate who withdraws before the end of his course will be

charged fees in proportion to the period of his attendance, i.e. up to the date of notice of his withdrawal.

12. Language and Medical Regulations

Facility in English. For a candidate whose first language is other than English a requirement for admission will be a Communication Test for Teaching in the English Language. The test will be conducted by a Committee composed of representatives of the Ontario Secondary School Teachers' Federation, the Department of English of the University of Toronto, and The Council of The College. Arrangements for the test will be made by the Registrar's Office, The College of Education.

The College is prepared to consider other evidence that may be submitted to the Registrar for evaluation.

Physical Unfitness of Candidates. On the Dean's report to the Minister of Education as to the physical unfitness of a student for training as a teacher, the Minister may require a special medical examination of such student, and, as a result thereof, may direct that he be not eligible for recommendation for a departmental certificate.

13. Student Affairs

The Student Union of The College of Education

The members of the student body of The College of Education are drawn from most of the colleges and universities located across Canada. In addition, many students come from American and European universities.

The Union's functions embrace many facets of life about the College — musical, dramatic, journalistic, social, athletic, and extra-curricular. Of prime importance is the fact that members of the Union are represented on The Council of The College and its Committees.

14. One-Year Programmes Offered in 1969-70

The College will offer One-Year Programmes leading to the following Department of Education Certificates:

1. Interim High School Assistant's, Type B (See Sections 23-29)
2. Interim High School Assistant's, Type A (See Sections 30-34)
3. Art (See Sections 35-38)
4. Business and Commerce (See Sections 32-38)
5. Elementary School (See Sections 39-41)
6. Guidance (See Sections 35-38)
7. Home Economics (See Sections 35-38)
8. Industrial Arts (for High School Assistants) (See Sections 35-38)
9. Industrial Arts (Intermediate and Specialist) (See Sections 84-87)
10. Music (See Sections 35-38)
11. Occupational, Type B (Practical Subjects) (See Sections 69-74)

12. Occupational, Type A (Practical Subjects)
    (See Sections 69-74)
13. Physical and Health Education (See Sections 35-38)
14. School Librarianship (See Sections 35-38)
15. Theatre Arts (See Sections 35-38)
16. Vocational, Type B (See Sections 69-74)
17. Vocational, Type A (See Sections 69-74)

Note:

Details of courses included in the High School Assistants' Programmes and Programmes for Additional Certificates are found in Sections 42-68. Details of courses included in Technical and Industrial Arts Programmes are found in Sections 75-96.

15. Summary of Secondary School Certificates

Listed below are the basic teaching certificates required for various purposes in the secondary schools of Ontario.

Certificate	*Subjects Taught by Certificate Holders*
Interim High School Assistant's Certificate, Type B	Academic and General Subjects
Interim High School Assistant's Certificate, Type A	Academic and General Subjects
Interim Vocational Certificate, Type B	The Vocational Subject named on the Certificate
Interim Vocational Certificate, Type A	The Vocational Subject named on the Certificate
Interim Occupational Certificate, Type B (Practical Subjects)	Occupational Subjects
Interim Occupational Certificate, Type A (Practical Subjects)	Occupational Subjects
Interim Intermediate Industrial Arts Certificate	Industrial Arts Subjects
Specialist Industrial Arts Certificate	Industrial Arts Subjects
Interim Intermediate Certificate in Accountancy, Data Processing, Marketing, or Secretarial	Business and Commercial Subjects
Interim Specialist Certificate in Accountancy, Data Processing, Marketing, or Secretarial	Business and Commerce Subjects

Interim Commercial-Vocational Certificate, Type B (Commercial Subjects named)	Business and Commerce Subjects

Note:

(1) For *additional certificates,* see Sections 35-37.
(2) For *Elementary School Teacher's Certificate,* see Section 39.

16. Interim and Permanent Certificates

Any Department of Education certificate, when first awarded, is an interim certificate made permanent after a period of successful teaching as defined in regulations of the Department.

17. Interchange of Ontario Teaching Certificates, Elementary and Secondary

(1) The holder of a Permanent Elementary School Teacher's Certificate, Standard 4, may, upon accepting a contract from a board to teach in a secondary school, be granted an Interim High School Assistant's Certificate, Type B.

(2) The holder of a Permanent High School Assistant's Certificate may, upon accepting a contract from a board to teach in an elementary school, be granted an Interim Elementary School Teacher's Certificate, Standard 4.

(3) The holder of a Permanent High School Assistant's Certificate, who meets the Department of Education requirements for Vocational Certification, may, upon accepting a contract from a board to teach a Vocational Technical course of a secondary school, be recommended for an Interim Vocational Certificate, Type B, upon successful completion of one seven-week summer session.

(4) The holder of a Permanent Vocational Certificate, a Permanent Occupational Certificate (Practical Subjects) or a Permanent Commercial-Vocational Certificate, who has a university degree acceptable for admission to the Type B course at a College of Education, may, upon receiving an assignment to teach the academic classes of a secondary school, be granted an Interim High School Assistant's Certificate, Type B.

(5) It is expected that most transfers referred to in (1) and (2) above will take place in the case of teachers teaching in the general range of Grades 7 to 10. Persons transferring to teach in grades beyond this range are advised to take summer courses which will help them to adjust to the new duties.

Note:
The above information regarding interchange of Certificates is found in the Department of Education's Circular 43.

18. Endorsement of the High School Assistant's Certificate, Type B

The holder of a High School Assistant's Certificate, Type B, may have his certificate *endorsed* under the following conditions:
A candidate who has obtained second class standing or better in an approved university course to a total of 18 credits in one secondary school academic subject, or 24 credits (12 credits in each) in two related academic subjects, and who completes a year of successful teaching subsequent to the date of his Type B Certificate in such subject(s) is eligible for endorsement of his Type B Certificate.
The candidate must apply to the *Committee on Advanced Standing,* The College of Education, University of Toronto, for approval of his credits and subsequently to the appropriate Area or Municipal Superintendent, for endorsement.

19. Committee on Advanced Standing

The Committee on Advanced Standing gives rulings on academic standing to candidates who are seeking endorsement of the High School Assistant's Certificate, Type B, or who are applying for admission to a course leading to a High School Assistant's Certificate, Type A.
Written enquiries should be addressed to the Director, Committee on Advanced Standing, The College of Education, 371 Bloor Street West, Toronto 181.

20. Letter of Standing, Secondary School

A Letter of Standing entitling the holder to teach in an Ontario secondary school for one year will be granted by the Minister of Education to a university graduate from any country who can meet the following conditions:

(1) that his university transcripts indicate that the holder has met the academic requirements applicable to Ontario graduates;

(2) that his professional training fulfils the requirements of the Ontario Department of Education;

(3) that a candidate from outside Canada may be required to meet the Special Committee in the Department of Education;

(4) that he is either a Canadian citizen or has landed immigrant status, or has applied for Canadian citizenship.

An application for a Letter of Standing must be forwarded to: The Registrar, Ontario Department of Education, 1 St. Clair Avenue West, Toronto 195.
On the statement of the Principal that the candidate has taught successfully for one year under the authority of a Letter of Standing, he may be recommended by the Area or Municipal Superintendent concerned for the Interim High School Assistant's Certificate, Type B.

21. Supplemental Examinations and Appeals

No candidate will be permitted to take more than twice any final examination, or part thereof, for any certificate listed in this calendar, except by permission of The Council of The College.

The answer papers of the final examinations of all unsuccessful candidates for provincial certificates are re-read by the examiners and the results of the first reading reconsidered before a decision to reject is reached. Despite this fact, any unsuccessful candidate for an interim certificate may have his case considered a third time if, within two weeks after the announcement of the results, he lodges with The Council of The College his appeal, with a statement of the grounds on which it is based, and with a fee of $10 in the form of a certified cheque or money order payable to the University of Toronto. The fee will be refunded if the appeal is sustained.

One-Year Programme leading to the Bachelor of Education Degree and to the Interim High School Assistant's Certificate, Type B

22. Bachelor of Education Degree

Commencing with the academic year 1969-1970 the Degree of Bachelor of Education will be awarded to students on successful completion of the One-Year Programme which leads to the Interim High School Assistant's Certificate, Type B.

23. The Type B Certificate

The basic requirement for admission to the programme leading to the Bachelor of Education Degree, awarded by the University of Toronto, and to the Interim High School Assistant's Certificate, awarded by the Ontario Department of Education, is an approved university degree from an accredited university.

The Ontario High School Assistant's Certificate, Type B, qualifies the holder to teach academic and general subjects in the secondary schools of Ontario. The Interim Certificate may become a Permanent High School Assistant's Certificate upon completion of two years' successful teaching experience in a secondary school in Ontario.

24. Admission Requirements

The candidate's university degree programme must include at least 45 credits in Arts, Science or Commerce subsequent to Grade 13 (or equivalent).

The definition of credit is derived from the basic assumption that there are approximately 60 credits in a four-year course. From this it follows that 15 credits is equivalent to a university year; and a credit may be defined as one-fifteenth of a university year.

In general, then, one university course equals three credits.

An applicant for admission to the Programme for a High School Assistant's Certificate, Type B, shall make application not later than August 31, to the Registrar, The College of Education, on an official form to be obtained from the Registrar. With the completed application form, the following must be submitted:

(1) *A certificate of birth.* If not born in Canada, the candidate must submit a certificate from a competent authority that the candidate is a Canadian citizen, or has landed immigrant status, or has applied for Canadian citizenship. An applicant must be at least 20 years of age before October 1 of the year in which he applies for admission.

(2) *A transcript in duplicate* and certificate of graduation as a Bachelor or Master of Arts, Bachelor or Master of Science, Bachelor of Commerce, Bachelor of Applied Science, Bachelor of Household Science, Bachelor of Music, or Bachelor of Physical and Health Education, or other acceptable degree from a university, after a university course, approved as to admission requirements and as to content of the undergraduate courses.

25. Admission of Foreign Students

In a typical year, students from a dozen or more overseas countries will be registered in The College of Education. A special effort is made to welcome qualified overseas students who plan

to return to their own countries on completion of their studies, and to meet their special needs insofar as the resources of the College permit.

Foreign students and others *who are candidates for the Bachelor of Education degree but not for a teaching certificate of the Ontario Department of Education* must comply with such conditions of admission as The Council of The College may determine. One of the requirements may be a Communication Test for Teaching in the English Language (See Section 12).

26. Pre-College Observation Period

All those who intend to become students in the One-Year Programme of The College of Education are strongly advised to apply to the principal of a convenient secondary school for permission to spend a period in the observation of school organization, daily routine and teaching activities at the secondary school level. This period of several days' duration prior to the opening of The College term can be of genuine value to prospective teachers in acquainting them with problems of administration, instruction and student orientation at the beginning of the school year.

27. Programme of Studies, One-Year Session, leading to the Bachelor of Education Degree

Programme of Studies, One-Year Session, leading to the Bachelor of Education Degree

Successful candidates with Canadian citizenship or landed immigrant status will be recommended to the Ontario Department of Education for the Interim High School Assistant's Certificate, Type B.

The programme consists of four parts:

Part I Teaching Subjects
Part II Educational Theory
Part III Professional Practice
Part IV Additional Related Courses

Part I Teaching Subjects

Teaching Subjects

A candidate must elect at least two teaching subjects.

(a) Normally a candidate will be required to elect at least one of the following, for which the prerequisite is at least 2 university courses (6 credits):

English
French
Geography
History
Latin
Mathematics
Science

(b) As his second subject, the candidate may elect another subject from (a) or one of the following for which there is no prerequisite unless so indicated:

Art* (6 university credits or background required)
Business and Commerce*

Economics (9 university credits required)
Elementary School*
Geology (9 university credits required)
German (6 university credits required)
Greek (6 university credits required)
Guidance* (15 university credits required in Psychology, Sociology, Economics or related fields and at least 6 of these credits must be in Psychology)
Home Economics* (variety of background required)
Industrial Arts*
Italian (6 university credits required)
Music* (6 university credits or background required)
Physical and Health Education*
Political Science (9 university credits required)
Psychology and Sociology (9 university credits required)
Russian (6 university credits required)
School Librarianship*
Spanish (6 university credits required)
Theatre Arts*
*Courses in these subjects lead to an additional Departmental certificate (See Section 37).

(c) A candidate may take two teaching subjects in Business and Commerce (See Section 36); and, on petition granted by The Council of The College, two subjects listed in (b).

(d) In selecting his subjects from (a) and (b), a candidate for the Interim High School Assistant's Certificate, Type A, must include the subject or subjects of the Type A Certificate.

(e) A candidate should not choose a modern language unless he has oral proficiency in the language and a thorough knowledge of phonetics, grammar, and syntax.

(f) German, Greek, Italian, Russian, and Spanish may be elected only by a candidate for the High School Assistant's Certificate, Type A, in these subjects, except by permission of The Council of The College.

(g) *Guidance*
By permission of the Dean, Guidance may be chosen as an option. Those candidates who receive credit for this option, may, after one year of successful teaching experience in Ontario, be admitted into Part II of the Department of Education Guidance Course. Enrolment in the Guidance Course may have to be limited depending upon student demand, availability of staff and adequacy of accommodation.

(h) *Physical and Health Education*
Part II of the Intermediate Course in Physical and Health Education or the Specialist Course in Physical and Health Education may be taken as a third option under conditions outlined in Section 37.

(i) *Changes in optional subjects*
The time limit for changing optional subjects will be four weeks from the date of registration.

Part II Educational Theory

Educational Theory
(a) All candidates will take the course Structural and Legal Bases of Education in Ontario.

(b) In addition, a candidate must elect three courses from those offered by at least two departments as listed below:
Administration and Professional Practice
Curriculum Development
Individualization of Teaching
Administration of the Modern School
Educational Psychology
Adolescence and its Problems
Introduction to Educational Psychology
Teaching - an Inter-personal Process
History and Philosophy of Education
Comparative Education
Doctrines of the Great Educators
Ethics and Education
Existentialism, Analysis, and Education*
Progressive Education in Theory and Practice
School and Society
Theories of Knowledge and Teaching*
*only for candidates with prerequisites approved by the department.

Part III Professional Practice

Professional Practice
Normally candidates will be assigned to elementary and secondary schools for observation and teaching for ten weeks during the session. Certain candidates may be assigned for part of this period to clinical studies and field surveys by arrangement with social service and community agencies.
Any candidate absent from regular practice teaching duties may be required to do make-up assignments.

Part IV Additional Related Courses

Additional Related Courses
These courses offer a candidate the opportunity to concentrate further on one of his teaching subjects by taking a related course, or to pursue an interest in another teaching subject or in the field of general education.

A candidate must elect one course from (a) or (b) below:
(a) Applied Linguistics
Culture and Society in German Language Teaching
Curriculum Theory and Design
Current Health Problems in North American Society
Educational Data Systems
Educational Media
Electronic Aids to Language Learning
Ethical Theory and Educational Theory
Environmental Studies in Science

French at the Elementary School Level
Game Theory and Simulation in Relation to Learning
History of Education
Introduction to Child Psychology
Introduction to Vocational Education
Metaphysics and Perception
Outdoor Education
Principles of Programmed Learning
Principles of Activity in Physical Education
Special Educàtion for the Disadvantaged Learner in Urban Schools
Teaching as a Profession
The School's Institutional Setting

(b) On petition, granted by The Council of The College:

(i) a third teaching subject from Part I; or

(ii) a graduate or undergraduate course in another department of the University which is relevant to one of his teaching subjects, provided that arrangements can be made with the department concerned and there is no conflict with practice teaching. (A conflict can be avoided by taking classes in the evenings or on Saturdays.) A candidate permitted to take such a course will be subject to the regulations of the department for admission and credit. Tuition fees will be paid by The College. Candidates for such a course should apply to the Registrar, The College of Education, before August 1.

28. Conditions for Academic Standing

The final standing of candidates will be determined by the combined results of term work and of the final examinations in the subjects of Parts I, II, and IV, and by the record of Observation and Practice Teaching in Part III.

A student who obtains 50 per cent of the marks in each of the courses in Parts I, II, and IV and 50 per cent in each of the subjects taught in Part III, may be recommended by The Council of The College for the Bachelor of Education degree and for the Interim High School Assistant's Certificate, Type B.

A student who passes in Part III and fails in not more than two of the courses included in Parts I, II, and IV, of which only one may be a teaching subject listed in Part I, may be exempted from further attendance, but will be required to write supplemental examinations in the courses failed. Other students who fail to obtain the necessary standing will be required to attend another one-year session, or the second half of the session, January to May.

29. Supplemental Examinations

Candidates who failed at an examination under former regulations and were exempted from subsequent attendance at The College of Education will take, not later than a date determined in each case by the Minister of Education, the final examination papers as prescribed herein, but their standing will be determined in

the subjects as constituted under the regulations when they first wrote.

A candidate granted permission to write a supplemental examination may do so in one of the following ways:

Type B

(1) by writing an examination in May at The College of Education, University of Toronto, or, if sufficient candidates apply, at an approved local centre. Application must be made by March 1;

(2) by writing an examination in August at the conclusion of a summer session. Application must be made by June 24;

(3) by attending the Completing Summer Session or the Six-Weeks' Summer Programme for Teachers with Professional Education, taking only the subject(s) failed and writing the examination at the conclusion of the course. Application must be made by June 24.

Type A

(1) by writing examination(s) in May at The College of Education, University of Toronto, or, if sufficient candidates apply, at approved local centres. Application must be made by March 1;

(2) by attending the Type A Summer Seminar. Application must be made by April 1.

(3) In certain subject areas, special permission may be obtained to write a Type A examination at the conclusion of the Summer Seminars. Application must be made by June 24.

Type A Practical Tests

Type A candidates exempted from attendance will take their supplemental practical tests at The College of Education, or in special cases at approved local centres. Application for practical tests must be made by December 31.

Type A Summer Seminars

A candidate will not be permitted to attend a Type A Summer Seminar in the same year as he has written a Type A supplemental examination.

Second Failures

Should a student fail a second time in either or both of his supplemental examinations, he may be admitted to the High School Assistants' Seven-Week Summer Session with the same optional courses, or to the Summer Session for Teachers with Professional Education in a subsequent year, choosing different optional courses if he so wishes, or he may be refused admission to further courses at the direction of The Council of The College.

One-Year Programme for the High School Assistant's Certificate, Type A, and Specialist Certificate in Business and Commerce

In general, candidates entering this programme must hold an approved degree after a four-year university course following Ontario Grade 13 or equivalent and graduation with at least second class standing. At least 60 university credits are required.

30. The Type A Certificate

The Interim High School Assistant's Certificate, Type A, qualifies the holder for five years as an assistant teacher of academic and general subjects in the secondary schools of Ontario.
The Interim Type A Certificate may become a Permanent High School Specialist's Certificate upon the completion of two years' successful teaching experience in Ontario on which the applicant has been graded as above average on subjects covered by the certificate.
The Permanent High School Specialist's Certificate qualifies the holder to become Head of a Department in a secondary school.

31. Conditions of Admission

(1) A candidate for a High School Assistant's Certificate, Type A, shall comply with the conditions of admission prescribed in the Department of Education Circular 649, which is periodically revised. Advice about these requirements as they apply to an individual candidate may be had upon enquiry to the Committee on Advanced Standing.

(2) Applicants for admission to the Programme for the High School Assistant's Certificate, Type A, shall be applicants for admission to the Programme for the High School Assistant's Certificate, Type B.

(3) No candidate will be awarded a High School Assistant's Certificate, Type A, *before* he has been awarded a High School Assistant's Certificate, Type B.

32. The Specialist Certificate in Business and Commerce

Business and Commerce
There is no Type A programme in Business and Commerce subjects, but a programme leading to the Specialist Certificate in Business and Commerce is provided.

Academic Requirements

(1) *Accountancy Specialist Certificate*
Admission to the programme leading to the Accountancy Specialist Certificate will be granted to students who hold the degree of Bachelor of Commerce from an Ontario university, or an equivalent degree from another province or country, with a standing of at least 60% or III Class Standing, whichever is higher, and who are otherwise qualified to enter the High Shool Assistants' course, Type B. The student will later be required to try a supplemental examination in any of the required subjects in which he has obtained less than 66%. The required subjects are the university equivalents of: Bookkeeping, Accounting I, Ac-

counting II, Business Law (or Business Finance), Business Machines, Economic Principles and one of Business Arithmetic, Office Practice, Business Organization and Management, and Business Finance (or Business Law).

(2) *Data Processing Specialist Certificate*
Admission to the programme leading to the Data Processing Specialist Certificate in Commercial subjects will be granted to students who hold a Bachelor of Arts or equivalent degree with a standing of 60% or III Class Standing, whichever is higher, and who have taken university courses in the required subjects or who can qualify by tests on these subjects. The required subjects are: Bookkeeping, Principles of Punched Card Data Processing, Principles of Electronic Data Processing, Advanced Computer Programming and Business Data Processing Systems.

(3) *Marketing Specialist Certificate*
Admission to the programme leading to the Marketing Specialist Certificate in Commercial subjects will be granted to students who hold the degree of Bachelor of Business Administration from an Ontario university or an equivalent degree with a standing of at least 60% or III Class Standing, whichever is higher, and who are otherwise qualified to enter the High School Assistants' Programme, Type B. The candidate will be required to try a supplemental in any of the required subjects in which he has obtained less than 66%. The required subjects are: Bookkeeping, Retail Merchandising, Business Organization and Management, Economics, Marketing Principles and one additional Marketing course, and one of Business Machines, Business Arithmetic, Business Finance and Business Law.

(4) *Secretarial Specialist Certificate*
Admission to the programme leading to the Secretarial Specialist Certificate will be granted to students who hold the degree of Bachelor of Arts in Secretarial Science from an Ontario university or an equivalent degree with a standing of at least 60% or III Class Standing, whichever is higher, and who are otherwise qualified to enter the High School Assistants' course, Type B. The student will later be required to try a supplemental in any of the required subjects in which he has obtained less than 66%. The required subjects are the university equivalents of Typewriting, Shorthand Theory, Shorthand Practice, Office Practice, and Secretarial I and II and one of Business Correspondence, Business Machines, Business Arithmetic and Business Organization and Management.

33. Recommendation of Type A and Specialist Certificates

Subject to the condition that no student may be awarded a High School Assistant's Certificate, Type A, who does not already hold or is not also awarded a High School Assistant's Certificate, Type B, the final standing of candidates in attendance in the High School Assistants' Programme, Type A, will be deter-

mined by the records of the practice teaching in the department or subject concerned, and by the combined results of the term work and the final examinations in the same department or subject. The pass mark is second class honours in the final examinations (including sessional records) and a rating of Good or Better on the marks assigned to the practice teaching in the Type A field.

34. Supplemental Examinations

Information regarding supplemental examinations is found in Section 29.

Additional Certificates for Students in the High School Assistants' Programme, Type B

A candidate in the High School Assistants' Programme, Type B, may elect as an option one of a number of courses leading to additional teaching certificates.

35. Programmes

(1) Art (leading to Part I of the Intermediate Certificate in Art)

(2) Business and Commerce (leading to Parts I and II of the Intermediate Certificate in Accountancy, Data Processing, Marketing, or Secretarial)

(3) Elementary School (leading to the Elementary School Teacher's Certificate)

(4) Guidance (Part I of the programme leading to the Specialist Certificate in Guidance)

(5) Home Economics (leading to Part I of the Intermediate Certificate in Home Economics)

(6) Home Economics (leading to the Intermediate Certificate in Home Economics)

(7) Industrial Arts (admits to a programme leading to the Intermediate Certificate in Industrial Arts)

(8) Music (leading to Part I of the Intermediate Certificate in Vocal Music)

(9) Music (leading to Part I of the Intermediate Certificate in Vocal and in Instrumental Music)

(10) Physical and Health Education (leading to Part I of the Intermediate Certificate in Physical and Health Education)

(11) Physical and Health Education (leading to Part II of the Intermediate Certificate in Physical and Health Education)

(12) Physical and Health Education (leading to the Specialist Certificate in Physical and Health Education)

(13) School Librarianship (leading to Part I of the Intermediate Certificate in School Librarianship)

(14) Theatre Arts (leading to the Theatre Arts Certificate)

36. Notes Regarding Courses for Additional Certificates

(a) Business and Commerce

Previous Business Education or experience is not required of a candidate who selects one or two options in Business and Commerce. A candidate may be required to attend an evening extension course in the Part I subject content.

A candidate who selects only one option in Business and Commerce leading to Part I of the Intermediate Accountancy, Data Processing, Marketing or Secretarial certificate must take one other option. He will be required to attend one additional sum-

mer course to qualify for the Intermediate Certificate in the Business and Commerce field concerned. A candidate who selects Parts I and II may qualify for the Intermediate Certificate in the One-Year Programme.

(b) Home Economics

Admission to the course for the Intermediate Home Economics Certificate is restricted to candidates who submit evidence of graduation with a standing not lower than 60% in Home Economics of the final year from a university programme having at least five approved courses in Home Economics.

A candidate with fewer than five courses in Home Economics may choose this option and complete requirements for the Intermediate Certificate in Home Economics through one, two or three summer courses as determined by the university Home Economics courses in which the applicant has obtained standing.

Part I of the Intermediate Certificate in Home Economics will qualify the candidate to teach Home Economics in Grades 9 and 10 while completing work for the Intermediate Certificate in the summer course.

The Intermediate Part I course will not be given unless a suitable number of candidates select the option. Only students who are sincerely interested in teaching Home Economics should attempt to take this option.

(c) Music

A candidate who selects Vocal Music as an optional subject of the High School Assistants' Programme, Type B, may, with the approval of the instructor, choose Instrumental Music as a supplementary course.

Admission to the Intermediate Instrumental Music course will be restricted to candidates for Part I of the Intermediate Vocal Music Certificate.

(d) Physical and Health Education

There are no prerequisites for admission to the Intermediate course, Part I.

Students who meet the admission requirements may become candidates for Part II of the Intermediate Certificate in Physical and Health Education or for the Specialist Certificate in Physical and Health Education.

The admission requirement for the Intermediate Part II course is a minimum of two undergraduate courses in Physical Education and related subjects.

The admission requirement for the Specialist course is a minimum of 24 undergraduate credits in Physical and Health Education and related subjects, of which a minimum of 6 credits must be in the biological sciences, a minimum of 3 credits must be in the social sciences, and a minimum of 15 credits must be in Physical and Health Education theory and practice (exclusive of methods courses).

Courses leading to Part II of the Intermediate Certificate and to the Specialist Certificate will be taken as a third option *in addition* to the course leading to the Interim High School Assistant's Certificate, Type B. To be eligible, a candidate must also select the Physical and Health Education option leading to Part I of the Intermediate Certificate as one of the methods options.
After successful completion of Part II of the Intermediate Certificate, a candidate may proceed to the Specialist qualification in summer sessions but not until the candidate has completed one year of successful teaching.
The course leading to either Part II of the Intermediate Certificate or to the Specialist Certificate in Physical and Health Education will be offered only if a sufficient number of applications are received to warrant inclusion of these courses in the programme.

(e) School Librarianship
The course leading to Part II of the Intermediate School Librarianship Certificate may not be taken in the summer immediately following completion of the One-Year Programme.

37. Recommendation of Additional Certificates

(1) *Art, Business and Commerce, Guidance, Home Economics, Industrial Arts, Music, Physical and Health Education, School Librarianship, Theatre Arts.*
On the recommendation of The Council of The College, the following additional certificates may be granted to a candidate in the Programme for a High School Assistant's Certificate, Type B, provided that the student is awarded the High Shool Assistant's Certificate, Type B: Part I of an Intermediate Certificate in Art, Business and Commerce Subjects, Physical and Health Education, Vocal Music, Instrumental Music, School Librarianship; the Certificate in Theatre Arts; the Intermediate Certificate in Home Economics; credit for Part I of the programme leading to the Specialist Certificate in Guidance; admission to a programme leading to the Intermediate Certificate in Industrial Arts.
(2) *Physical and Health Education*
On recommendation of The Council of The College, Part II of the Intermediate Certificate in Physical and Health Education may be granted to a candidate who achieves the above stated standard for Part I of the Intermediate Certificate and who obtains 50% of the marks assigned to the written examinations and practical tests of the course leading to Part II of the Intermediate Certificate. The Specialist Certificate may be granted to a candidate who achieves the above stated standard for Part I of the Intermediate Certificate and who obtains 66% of the marks assigned to Observation and Practice Teaching in the course and 66% of the marks assigned to written examinations and practical tests of the course leading to a Specialist Certificate.
A candidate who is exempted by a medical certificate from a course in swimming and a candidate who has failed to obtain a

pass standing in the course in swimming may be awarded Part I of the Intermediate Certificate in Physical and Health Education endorsed "without aquatics."

38. Programmes for Candidates not recommended for a Department of Education Certificate

A candidate for one of the following additional certificates who has met the other requirements of the Type B certificate but has failed to obtain pass standing in the remainder of the course may earn pass standing and be recommended for standing by following the conditions listed below:

(1) *In Art, Vocal Music, Instrumental Music, School Librarianship or Theatre Arts,* a candidate who fails in not more than two subjects of the written and practical tests may complete his standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests such a candidate must try tests conducted at the Summer Session or by arrangement approved by The Council of The College. Any other candidate who fails shall repeat the course for standing.

(2) In *Business and Commerce,* a candidate who fails in the written or practical tests in not more than two subjects may complete his standing at a subsequent examination or by attendance at a subsequent Summer Session.
A candidate who takes only one option in Business and Commerce must qualify for Part I of the Intermediate Certificate in order to qualify for an interim High School Assistant's Certificate, Type B. A candidate who takes two options in Business and Commerce must qualify for Parts I and II of the Intermediate Certificate in Business and Commerce in order to qualify for an Interim High School Assistant's Certificate, Type B.

(3) In *Guidance,* a candidate who fails to obtain standing may complete his standing, without further attendance, by meeting certain conditions which will be determined in each case by the Professor of Guidance and The Council of The College. Such conditions will include the writing of a subsequent examination and/or the submission of special assignments.

(4) In *Home Economics,* a candidate who fails in the written examinations but passes in all the subjects of the term work may complete her standing by passing in the written examination at a subsequent date without further attendance. A candidate who passes in the written examinations but fails in one or more of the subjects of the term work may obtain her standing by completing successfully a subsequent Summer Session under conditions to be determined by The Council of The College. Any other candidate who fails shall repeat the course for standing.

(5) In *Industrial Arts,* a candidate who fails in the written examinations but passes in all the subjects of the practical tests may complete his standing by passing in the written examination at a sub-

sequent date without further attendance. A candidate who passes in the written examinations but fails in one or more of the subjects of the practical tests may complete his standing by completing successfully a subsequent summer course under conditions to be determined by The Council of The College. Any other candidate who fails shall repeat the course for standing.

(6) In *Physical and Health Education,* if a candidate fails to achieve the passing standard, the course must be repeated either in a subsequent Summer Session or in the regular One-Year Programme.

Programme for the Elementary School Teacher's Certificate (Standard 4)

39. The Elementary School Teacher's Certificate

Candidates for the High School Assistant's Certificate, Type B, may elect as a second option a programme leading to the Interim Elementary School Teacher's Certificate. By doing so, successful candidates may, in a One-Year Programme, qualify themselves as teachers of elementary and secondary schools in Ontario.

The Interim Elementary School Teacher's Certificate is a basic teaching certificate which permits the holder to teach for five years from Kindergarten to Grade 8 in the Elementary Schools of Ontario.

40. Conditions of Admission

(1) No special university background is required for admission to the Programme for the Elementary School Teacher's Certificate.

(2) Candidates shall comply with the conditions of admission and attendance prescribed for candidates of the High School Assistants' Programme, Type B.

(3) Applicants should note that no candidate will be awarded an Interim Elementary School Teacher's Certificate before he is awarded an Interim High School Assistant's Certificate, Type B.

41. Programme of Studies

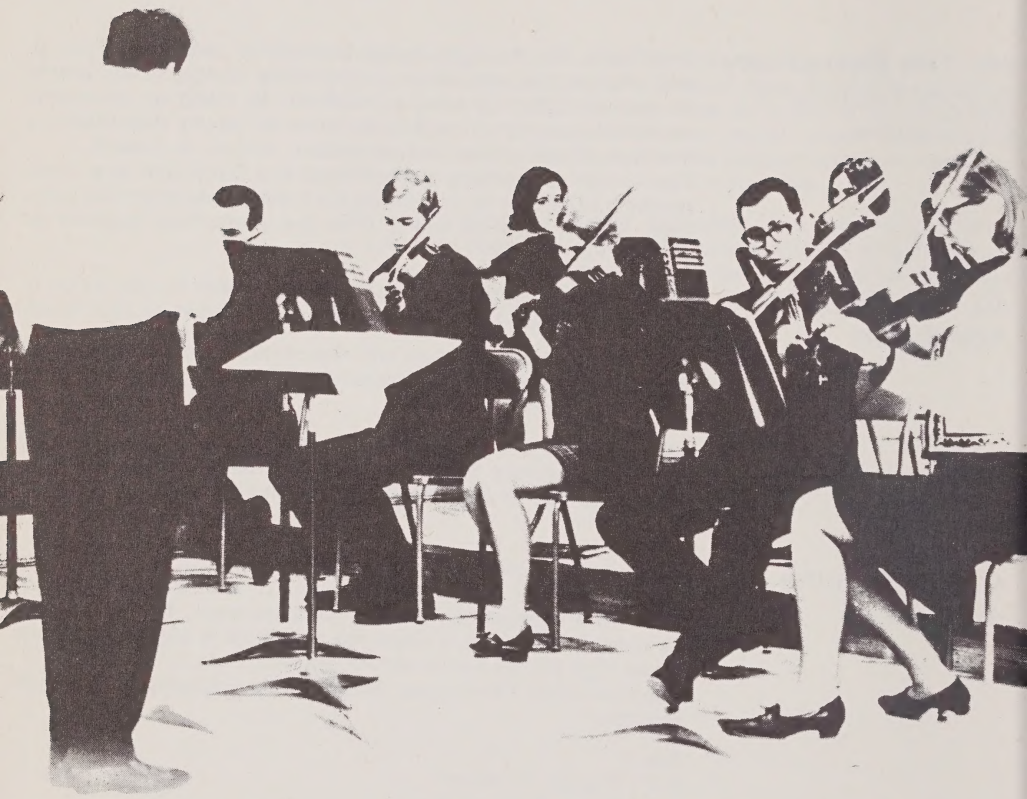
Because the programme for the Elementary School Teacher's Certificate offers instruction in a group of courses, the total lecture time is approximately *twelve hours per week*. This fact should be considered carefully when the candidate is selecting options in the High School Assistants' Programme, Type B.

The Elementary Programme consists of the following courses and activities:

Part I:

416.1 English (2 hours)
416.2 Home Room (1 hour)
416.3 Mathematics (2 hours)
416.4 Science (1 hour)
416.5 Social Studies (2 hours)
At least one of:
416.6 Art and Crafts (2 hours)
416.7 Music (2 hours)
416.8 Physical and Health Education (2 hours)

Part II:

Observation and Practice Teaching (four or five weeks) in selected elementary school classrooms of Metropolitan Toronto. Such weeks are included within the weeks of Observation and Practice Teaching required of all students in the Programme for the High School Assistant's Certificate, Type B.

Details of Courses in Programmes leading to the Bachelor of Education Degree and to the Interim High School Assistant's Certificate and Additional Certificates

Note:
In each case, the numeral in brackets indicates the number of lecture hours per week.

42. Administration and Professional Practice

400 *Administration and Professional Practice*
400.1 *The Structural and Legal Bases of the Ontario School System* (1 hour)
(All students proceeding to the Bachelor of Education Degree will be required to take this course.) The organization of educational systems, both provincial and local; powers and duties of the various educational authorities; the Education Acts and Regulations of the Province of Ontario.
400.2 *Curriculum Development.* An examination of current theory and practice in curriculum design and their relationship to teaching and school organization. (2 hours)
400.3 *Individualization of Instruction.* An analysis of programmes and practices in the schools as they attempt to meet the needs of individual students. (2 hours)
400.4 *Administration of the Modern School.* Problems and possibilities in the use of school resources and services in providing an effective educational programme. (2 hours)

43. Art

402 *Art* (6 hours)
Creative pictorial expression . . . drawing and sketching from objects . . . plastic design . . . model-making . . . design and lettering . . . theory and history of Art . . . methods of teaching.

502 *Seminar in Art* (4 hours)
For Type A candidates in Art.
Classroom methods and problems relating to advanced grades . . . use of illustrative source materials such as slides, prints and exhibitions in the interpretation and study of Art history and criticism . . . advanced study of the theory, history and practice of Art . . . Painting, Mosaics, Stage Design, Silk Screen, Batik, Lino Block Printing.

44. Business and Commerce

Courses for the Intermediate Certificate

1. Accountancy Programme

(a) *one option*
Intermediate Part I
Typewriting 410.101
Bookkeeping 410.111
Principles and Practices of Teaching Typewriting 410.103
Principles and Practices of Teaching Bookkeeping 410.113

(b) *two options*
Intermediate Part I
plus
Intermediate Part II
Business Machines 410.201
Business Law 410.204
or Business Finance 410.205
One of:
Business Organization and

Principles and Practices of Teaching Business 410.153

2. Data Processing Programme
(a) *one option*
Intermediate Part I
Introduction to Data Processing 410.141
Principles of Electronic Data Processing 410.241
Bookkeeping 410.111
Principles and Practices of Teaching Data Processing 410.143
Principles and Practices of Teaching Business 410.153

3. Marketing Programme
(a) *one option*
Intermediate Part I
Typewriting 410.101 and Principles and Practices of Teaching Typewriting 410.103
OR
Bookkeeping 410.111 and Principles and Practices of Teaching Bookkeeping 410.113
Retail Merchandising 410.131
Business Organization and Management 410.231
Principles and Practices of Teaching Merchandising 410.133
Principles and Practices of Teaching Business 410.153

4. Secretarial Programme
(a) *one option*
Intermediate Part I
Typewriting 410.101
Shorthand 410.121
Principles and Practices of Teaching Typewriting 410.103

Management 410.231
Machine Mathematics 410.202
Office Practice 410.222
Business Finance 410.205
or Business Law 410.204

(b) *two options*
plus
Intermediate Part I
Intermediate Part II
Typewriting 410.102
Principles and Practices of Teaching Bookkeeping 410.113
or Principles and Practices of Teaching Typewriting 410.103
One of:
Business Machines 410.201
Business Organization and Management 410.231
Business Finance 410.205
or Business Law 410.204

(b) *two options*
Intermediate Part I
plus
Intermediate Part II
Economics of Distribution 410.232
Consumer Principles and Practices 410.234
One of:
Business Machines 410.201
Business Law 410.204
Business Finance 410.205
Office Practice 410.222

(b) *two options*
Intermediate Part I
plus
Intermediate Part II
Shorthand Practice 410.221
Office Practice 410.222

Principles and Practices of Teaching Shorthand 410.123
Principles and Practices of Teaching Business 410.153
Office Procedures 410.223
One of:
Business Correspondence 410.225
Business Machines 410.201
Business Organization and Management 410.231

Courses for the Specialist Certificate

1. *Accountancy Specialist*
Principles of Electronic Data Processing 410.241
Principles and Techniques of Teaching Accounting 410.413
Organization and Supervision of a Commercial Department 410.453

2. *Data Processing Specialist*
Retail Merchandising 410.131 (regular session only)
Principles and Practices of Teaching Electronic Data Processing (Methods) 410.143
Organization and Supervision of a Commercial Department 410.453

3. *Marketing Specialist*
Principles of Electronic Data Processing 410.241
Principles and Techniques of Teaching Marketing 410.433
Organization and Supervision of a Commercial Department 410.453

4. *Secretarial Specialist*
Principles of Electronic Data Processing 410.241
Principles and Practices of Teaching Office Practice and Secretarial Subjects 410.423
Organization and Supervision of a Commercial Department 410.453

If an applicant receives credits for courses taken at university or in the four-year Business and Commerce secondary school for more than half the required Intermediate Parts I and II and Specialist certificate courses, he may select the Specialist programme as one option only.

Description of Business and Commerce Courses

410.101 *Typewriting Techniques and Practices*
Development of a basic facility in typing . . . application of this skill to letters and business forms.

410.102 *Typewriting Techniques* (1 hour)
Introduction to the fundamentals of touch typing . . . familiarization with keyboard and typing problems. (Less basic skill is required than in 410.101.)

410.103 *Principles and Practices of Teaching Typing* (2 hours)
Problems of teaching typewriting in Grades 9 and 10.

410.111 *Bookkeeping* (2 hours)
Introduction to accounting . . . covering journalizing . . . posting accounts . . . statements . . . special journals . . . closing the books, etc.

410.113 *Principles and Practices of Teaching Bookkeeping* (2 hours)
Problems of teaching bookkeeping in Grades 10 and 11.

410.121 *Shorthand Theory* (2 hours)
Theory and application of Pitman shorthand

410.123 *Principles and Practices of Teaching Shorthand* (2 hours)
Methods, approaches and practices in the teaching of elementary shorthand.

410.131 *Retail Merchandising* (2 hours)
Fundamental principles of selling as it pertains to retail organizations.

410.133 *Principles and Practices of Teaching Merchandising* (2 hours)
Principles of the teaching of retail merchandising illustrated by involving the student teacher in the methods of presenting merchandising.

410.141 *Introduction to Data Processing* (2 hours)
Survey of the field of data processing and the equipment used.

410.143 *Principles and Practices of Teaching Data Processing* (2 hours)
Presentation and discussion of current methods of teaching data processing and computer programming.

410.153 *The Principles and Practices of Teaching Business* (2 hours)
Discussion of development, aims, equipment and methods of teaching business subjects.

410.201 *Business Machines* (2 hours)
Development of a basic facility in the use of common business machines.

410.202 *Machine Mathematics* (2 hours)
Study of the mathematical problems of business and their conversion to such a form that they can be adapted to solution on business machines.

410.204 *Business Law*
Study of the basic law required for the secondary school Law course . . . contracts . . . negotiable instruments . . . employer and employee . . . principal and agent . . . bailments, etc.

410.205 *Business Finance*
Study of business and government financing as an introduction to the building of an investment programme.

410.221 *Shorthand Practice* (2 hours)
Development and application of skill in Pitman shorthand and transcription.

410.222 *Office Practice* (2 hours)

Study of practices and procedures followed in the modern office.

410.224 *Office Procedures* (2 hours)
The teaching of advanced stenographic techniques and the organization of business.

410.225 *Business Correspondence*
Composition, language and letter writing for Grades 11 and 12 pupils.

410.231 *Business Organization and Management* (1 hour)
Survey of the functional areas of business . . . manufacturing . . . purchasing . . . marketing . . . finance and personnel for various types of organizations and government.

410.232 *Economics of Distribution*
Introduction of fundamentals of marketing . . . production for distribution . . . gross national product and distribution in a socialist or communist state.

410.234 *Consumer Principles and Practices*
Study of money and consumer prices . . . consumer credit . . . family budget, etc.

410.241 *Principles of Electronic Data Processing* (2 hours)
Introduction to computer concepts and the stored programme.

410.311 *Accounting I*
Accounting theory for department, vouchers, manufacturing and costing.

410.321 *Electronic Data Processing I*
The computer as a business tool . . . flow charting procedures . . . computer concepts . . . data flow . . . solution of business problems.

410.331 *Marketing I*
Process of marketing, merchandise knowledge, salesmanship, etc., as outlined for the Grade 11 secondary school course.

410.341 *Secretarial I*
Theory and application of Pitman shorthand. Dictation to a speed of 70 words per minute and transcription of 35 words per minute is required.

410.411 *Accounting II*
Continuation of Accounting I including work on partnerships, corporations, bonds, reserves, and interpretation of financial statements.

410.421 *Secretarial II*
Advanced Pitman shorthand and secretarial techniques. Dictation at 80 words per minute and transcription at 40 words per minute is required.

410.431 *Marketing II*
Continuation of Marketing I, as outlined for the Grade 12 course, secondary schools.

410.441 *Electronic Data Processing II*
The need for "Man-machine-communications" . . . understanding of computer systems as a file processor.

410.413 *Principles and Practices of Teaching Accounting* (1 hour)
Discussion of the methods of teaching accounting.

410.423 *Principles and Practices of Teaching Office Practice and Secretarial Subjects* (1 hour)
Advanced stenographic and secretarial techniques and practices including the organization and operation of modern office practices and procedures.

410.433 *Principles and Practices of Teaching Marketing* (1 hour)
Advanced principles of teaching marketing. The course is practice oriented with the emphasis placed on the individual.

410.443 *Principles and Practices of Teaching Electronic Data Processing* (1 hour)
Presentation and discussion of teaching computer concepts and programming for total information processing.

410.453 *Organization and Supervision of a Business and Commerce Department* (1 hour)
Study of the problems that confront the Director of a Business and Commerce Department and the beginning teacher.

Note: For information regarding Business and Commerce courses write to the Director, Business and Commerce Department, The College of Education.

45. Economics

412 *Economics* (4 hours)
Purpose of teaching Economics and its position in secondary school programmes . . . organization of courses . . . teaching methods and special devices . . . examinations and testing.

512 *Seminar in Economics* (1 hour)
For Type A candidates in Economics.
Place of Economics in the secondary school curriculum . . . value of the subject . . . goals of the teacher . . . suitable teaching methods . . . use of graphs, charts and individual reports . . . analysis and planning of the Grade 13 course . . . resource materials in books, newspapers, business and government reports, etc. . . . audio-visual aids . . . history of Economics . . . schools of economics thought . . . examinations.

46. Educational Psychology

414 *Educational Psychology*

414.1 *Introduction to Educational Psychology.* For students with no undergraduate courses in Psychology. Provides an overview of the areas in Psychology which are related to education and the improvement of instruction in the classroom . . . how individual differences in the growth and development of adolescents affects learning . . . what research has discovered about motivating adolescents and improving their thinking abilities . . . methods of evaluating school achievement. (2 hours)

414.2 *Adolescence and its Problems.* The adolescent period . . . adolescent needs and processes of adjustment . . . the adolescent and social class . . . adolescent-adult relationships . . . the adolescent and his peer group . . . physical development . . . intellectual development . . . development of interests, attitudes and values . . . heterosexual development of adolescents . . . adolescent disciplinary problems . . . adolescent delinquency. (2 hours)

414.3 *Teaching — an Inter-personal Process.* The teacher as partner in an inter-personal learning process . . . increased awareness and insight about forces operating in groups . . . how one's own behaviour affects group productivity . . . application of theory to development of innovative plans for better classroom teaching using large and small groups. (2 hours)

47. English

417 *English* (3 hours)

Literature:

Values inherent in the study of good literature . . . basic approaches . . . various methods of presenting such literary forms as the poem, the drama, the essay, the short story, and the novel . . . the choosing of suitable text-books for pupils of different abilities and grades . . . planning the course of study . . . setting and marking examination papers . . . oral and supplementary reading . . . problems related to the teaching of English literature.

Composition:

The basic aim in teaching composition . . . place and treatment of grammar, rhetoric, logic and word study in the teaching of composition . . . principles to be followed in arranging courses . . . studying models . . . assigning, planning, evaluating and correcting compositions . . . improving the pupil's oral English . . . conducting class discussions . . . problems related to the teaching of English composition.

Media:

The basic aim in treating mass media . . . objectives . . . categories . . . procedures.

Electives:

Creative thinking . . . developmental reading . . . creative drama . . . screen education . . . group dynamics . . . creative writing . . . mass media . . . psycho-linguistics.

517 *Seminar in English* (2 hours)
For Type A candidates in English and, in part, English and Drama, English and French, English and German, English and History, English and Latin, English and Russian, English and Spanish.
Teaching and discussion of selected topics . . . the English specialist . . . the Head of the Department . . . new methods . . . sequential programming . . . thematic study . . . comparative techniques . . . enrichment . . . acceleration . . . the slow learner . . . educational television . . . the new grammar . . . works in translation . . . remedial and developmental reading . . . advanced and general courses . . . mass media . . . creative thought . . . creative writing . . . professional development . . . the ungraded school . . . the future of English studies.

48. Geography

418 *Geography* (4 hours)
Listed below are a number of Geography courses designed to give a degree of flexibility in the preparation of Geography teachers. This professional course has been designed to meet the demand for professionally trained people who are either
(i) graduate Geographers (Type A candidates)
(ii) other University graduates (Type B candidates)
and who will proceed on a career in education, either as a specialist teacher of Geography, or as one who wishes to teach Geography together with other subjects. The Head of the Department will assign two or more of the courses for each candidate's programme, recognizing the candidate's background, interests and aspirations. Because the department uses a team approach, two or more members of staff may be concerned with each course.

418.1 *Geography — Orientation*
The scope of the rôle of the Geography teacher.

418.2 *Geography — Curriculum Planning*
Recognition of a curriculum framework as a general context within which the strategy of obtaining educational objectives and classroom practice may be discussed . . . examination of courses of study in order to identify and evaluate their components in relation to the principles of curriculum design.

418.3 *Geography — Instructional Techniques and Procedures*
Recognition, analysis and construction of learning situations in order to understand how educational objectives in Geography are achieved . . . study of various resource materials, teaching procedures and techniques which facilitate the achievement of such objectives . . . investigation and construction of objectives and the development of units of study as an organizing structure within which effective instruction and learning take place.

418.4 *Geography — Educational Measurement and Evaluation*
A study of ways to evaluate the effectiveness of learning experience.

418.5 *Geography — Field Studies*
Integration of the objectives and techniques of "landscape" study.

Geography — Practice Teaching
A clinical observation of the teaching-learning process . . . an expression of philosophy, techniques and procedures in the classroom and in the field.

416.5 *Geography — Elementary School*
A programme based on the second, third and fifth Geography courses outlined above.

518 *Seminar in Geography* (3 hours)
For Type A candidates in Geography.
Candidates will meet as a special class in a programme concerned with the Geography course outlined above . . . additional research projects and problems related to specialization in Geography teaching at all levels.

49. Geology

420 *Geology* (4 hours)
Value and objectives of a Geology course in the Ontario secondary school curriculum: Four-Year Programme . . . investigation and study of appropriate teaching methods . . . procedures and curriculum organization . . . use and value of maps, equipment, teaching aids, books and field exercises for secondary school Geology.

520 *Seminar in Geology* (3 hours)
For Type A candidates in Geology. (These candidates are advised to select Geography and Science as options in the High School Assistants' Programme, Type B.)
Teaching and discussion of the Geology curriculum . . . development and analysis of some of the difficult topics by means of original research and subsequent reports . . . experimental treatment of the work . . . field exercises . . . use of texts, manuals, maps and teaching aids . . . measurement and evaluation . . . organization and timing of a course of study in Geology and Mineralogy . . . discussion of appropriate teaching methods and procedures.

518/20 *Seminar in Geography and Geology* (3 hours)
For Type A candidates in Geography and Geology.
Contents and methodology of the prescribed courses in Grades 11, 12 and 13. Additional details of the seminar are included in prescriptions for Geography and Geology above.

50. Guidance

422 *Guidance* (6 hours)
Introduction to Guidance . . . assembling information about pupils . . . assembling, organizing, preparing and making available occupational, industrial, educational, recreational and other information related to guidance . . . interviewing procedures . . . teaching of group guidance (careers) . . . duties of a junior participant in the school guidance programme . . . field trips.

51. History

424 *History* (3 hours)
Position of History in the high school curriculum . . . the "uses" of History and the aims of the teacher . . . principles of selecting content and various methods of organizing . . . classroom methods, such as question-development, lecture, supervised work, socialized techniques, Fenton's enquiry method, classroom groups, rôle-playing, audio-visual lessons, team-teaching, etc. . . . prescribed sections of academic work for illustrative use . . . the teaching of Four-Year classes . . . Two-Year students . . . enrichment for gifted students . . . History in the ungraded school . . . standards and examinations . . . the case for social studies . . . the impact of the Hall-Dennis Report . . . the other social sciences in relation to History teaching . . . the planning of curriculum . . . resources.

524 *Seminars and Lectures in History* (2 hours)
For Type A candidates in History and in English and History.
This course includes the essential content of History 424, and the following:
Studies in the philosophy of History and approaches to History teaching . . . interpretations of history . . . history as a social science and as a humanistic subject . . . controversy and bias in history . . . the contribution of the social scientist to history . . . the use of documents . . . an appraisal of enquiry techniques, case-history studies, the Harvard unit series, etc. . . . the rôle of the History Specialist . . . the maintenance and improvement of scholarship . . . problems and current trends in the teaching of History.

52. History and Philosophy of Education

426 *History and Philosophy of Education*
1. Comparative Education. Much of the content of this course can be determined by the interests of students enrolling for it. In general terms it may be concerned with methods in comparative education, with certain distinctive features in the educational systems of Canada and other leading countries in the western world, and with trends towards international cooperation in education. (2 hours)
2. Doctrines of the Great Educators. This course provides opportunity to learn something about what a few of the great thinkers of the past had to say about education and what were the principles of a few of the great school teachers. The underlying purposes are to seek to recognize the sources of influence in the development of education in Ontario, and to acquire an intelligent understanding of current developments in education. (2 hours)

3. Ethics and Education. An examination in some depth of selected problems of an ethical nature encountered by the teacher in the classroom, the school, and the community. Problems to be considered will be selected not only on grounds of general ethical interest, but also with the specific professional needs of the teacher in mind. (2 hours)

4. Existentialism, Analysis, and Education.* In this course, the impact of modern philosophy upon current educational theory will be examined. An attempt will be made to uncover some of the new directions educational thought and practice may take as the full force of these movements reaches the schools. Another purpose of the course will be to help beginning teachers to acquire a clearer understanding of concepts and issues which are frequently misinterpreted by educators as well as by the mass media. (2 hours)

5. Progressive Education in Theory and Practice. An analysis and discussion of progressive theories and practices over the past two hundred years, with special reference to the ideas of Rousseau, Dewey, and Ontario's Hall-Dennis Report, for the purpose, in the main, of inducing beginning teachers to search constantly for meaning in such familiar learning concepts as interest, activity, discovery, assimilation, freedom, authority, natural growth, creativity, continuous progress. (2 hours)

6. School and Society. This course will involve a consideration of such problems as socio-cultural influences on educational achievement, value conflicts (between generations and among socio-economic classes), and the conflicting functions of the school as an institution for transmitting the cultural heritage as well as criticizing it. An analysis of these problems will uncover such issues of current concern to schools and teachers as "the generation gap", "educational control", "student power". (2 hours)

7. Theories of Knowledge and Teaching.* This elective will attempt to develop a general understanding of some key concepts in the theory of knowledge in order to provide the student with a better grasp of educational problems. The concepts to be considered will include scientific method, unity of knowledge, Vestehan, definition, description, explanation, and discovery. (2 hours)

*only for candidates with sufficient academic prerequisites

53. Home Economics

428.1 *Home Economics* (10 hours)

Part I of the programme for the Intermediate Certificate: Principles underlying topics suggested for Grades 9 and 10 in Curriculum 1:6, Home Economics Intermediate Division, Department of Education . . . applied methods and problems.

54. Home Economics

Programme for the Intermediate Certificate

428.2 *Home Economics* (6 hours)
The development of Home Economics in Ontario schools . . . present trends, values, aims . . . responsibilities of the Home Economics teacher for curricular and extra-curricular programmes.
Curricula: materials, procedures, content.
Teaching methods and techniques currently applied in this field.
Evaluation: objectives and materials.
The Home Economics classroom . . . selection, arrangement and care of furnishings and equipment.
Records, budgets, regulations.

528 *Seminars in Home Economics* (4 hours)
For Type A candidates in Home Economics.
A study of Home Economics education as it relates to the Canadian family, with emphasis on readings in current literature and discussions on basic problems of Home Economics teaching. Students will become familiar with resource materials, with ideas expressed by outstanding workers in the field, and will develop a strong philosophy needed for potential leadership.

55. Industrial Arts

430 *Industrial Arts* (3 hours)
A programme which admits to the sequence leading to the Intermediate Certificate in Industrial Arts.
Problems presented to develop creative abilities, experimentation, hand and machine skills needed in the production of useful and well designed articles. Theory and practice in drafting . . . woodworking . . . sheet and metal work . . . machine shop practice . . . electricity . . . welding.
Method of instruction . . . class organization of the general shop . . . philosophy of teaching. Additional practice teaching in Industrial Arts is provided.

56. Latin and Greek

432 *Latin and Greek* (5 hours in Latin, 3 hours in Greek)
An examination of methods in various aspects of the teaching of Latin and Greek, including: oral reading of prose (Caesar, Livy, Nepos) and poetry (Virgil, Ovid) . . . morphology . . . grammar and syntax . . . derivation . . . audio-visual aids and interest devices . . . historical background of prescribed authors.

532 *Seminar in Classics* (2 hours)
For Type A candidates in Classics, Latin, Latin and Greek and, in part, Latin and French, English and Latin, and Latin and Italian.
An examination of methods applicable to the prescribed courses in Grade 13 Latin and Greek authors for the current year involving a study of adequate translation and of literary appreciation of the prescribed passages . . . the philosophy of Horace . . . Hexameter, Elegiac, Sapphic and Alcaic metres.

57. Mathematics

434 *Mathematics* (5 hours)
A consideration of the place of Mathematics in elementary and secondary education . . . modern trends in Mathematics and implications for the elementary and secondary schools . . . history and development of Mathematics . . . foundations of algebra and geometry . . . fundamental concepts of logic . . . methods of presenting topics of the school programme, *Grade 1 through Grade 12* . . . classroom procedure and methods designed to obtain maximum student participation in the discovery and development of mathematical concepts . . . individual, small group and large group participation methods . . . place of visual aids in the Mathematics classroom . . . testing and evaluation . . . the Mathematics of the Four-Year Programmes . . . special methods in teaching terminal classes and classes of gifted pupils.

534 *Seminar in Mathematics* (4 hours)
For Type A candidates in Mathematics and, in part, Mathematics and Physics.
A consideration of secondary school Mathematics from an advanced point of view . . . methods of presenting topics of the secondary school Mathematics programme with particular emphasis at the Grade 13 level . . . developments in Mathematics and the implications for senior secondary school Mathematics programmes . . . curriculum development . . . organization and administration of the secondary school Mathematics department.

58. University of Toronto Courses in Mathematics

Note:
One University of Toronto course in Mathematics is offered to provide particular background pertinent to the teaching of secondary school Mathematics. This course carries 3 credits toward certificate upgrading.

Mathematics 303
An introduction to higher Mathematics including a study of some secondary school topics from an advanced point of view. This course is open to students having at least 12 credits in university Mathematics.

59. Modern Languages: French, German, Italian, Russian, Spanish

436 *Modern Languages* (4 units per language)
Note: The student should be fully aware that the major portion of the lecturing is done in the target language, and that he is expected to practice-teach using only the foreign language as a medium of communication.
Methodolgy:
Current aims; specific objectives at secondary and (where pertinent) primary levels; curricula; materials.
Procedures; specific techniques in audiolingual presentation; the written language; vocabulary acquisition; inductive approach to language generalizations; teaching literature.
Lesson planning (initial, series, review).

Tests and examinations, both oral and written; administration; marking.
Applied Phonology:
Description of the sounds; intonation; accent; discrimination and production on the part of the learner; standards of phonemic and phonetic accuracy (where pertinent); remedial drills; error detection by the teacher; counselling techniques and practice.
Conversation:
Free and guided discussions; leadership practice.
Language Practice:
Current usage, emphasizing the spoken language; laboratory drills with pedagogical bias; testing programme. (Additional laboratory time may be required of those in need of remedial work.)

536 *Seminars in Modern Languages* (2 units per field)
For Type A candidates in French, French and German, French and Italian, French and Russian, French and Spanish, and, in part, Latin and French, Latin and Italian, English and French, English and German, English and Spanish, English and Russian, and Latin and Spanish.
Study in depth at all levels, as outlined in the Courses of Study and Curricula issued by the Department of Education; stress on methods of presenting work at the Grade 13 level.
For Type A candidates in French
Selected topics, such as linguistics, reference works, learning theory, curriculum, resource materials, course organization, leadership, language laboratory hardware.

60. Music, Instrumental,

Part 1 of the Programme for the Intermediate Certificate

438 *Music, Instrumental* (6 hours)
Sight Singing and Ear Training:
As in Section 61.
Technical Training:
Fundamentals of tone production and basic fingering in all families of instruments . . . playing scales, diatonic and chromatic . . . simple melodies . . . reading orchestral scores of elementary range . . . construction and care of all types of instruments.
Conducting:
Patterns of common metres . . . special problems of conducting in instrumental groups.
Methods:
General principles of organization and instruction of instrumental classes . . . special methods of class teaching for strings and band classes.
This is a practical course with the emphasis laid on two essential points: individual mastery of instruments and methods of class teaching.

538 *Seminar in Instrumental Music* (3 hours)
For Type A candidates in Music.

Sight Singing and Ear Training:
As in Section 61.
The Orchestra and the Band:
Orchestral playing organization, conducting, testing . . . selection of music for Grades 9 to 13 class study for orchestras and bands of secondary school calibre, and for public performances and festivals.
Conducting:
Practice in conducting school chorus, assemblies, and operettas . . . . advanced problems.
Arranging:
Transposition for all instruments . . . transcription and arranging of selections from piano score for full orchestra or band.
Methods:
Advanced study of topics in the Intermediate, Part I course. Class instruction of instrumental classes, beginners' and advanced classes, with all types of instruments.

61. Music, Vocal,

Part 1 of the Programme for the Intermediate Certificate

440 *Music, Vocal* (5 hours)
Sight Singing and Ear Training:
The tonic sol-fa system . . . sight reading of songs based on the theory for Grades 9 and 10 . . . singing of major and minor scales (all forms) . . . writing of simple exercises from dictation . . . detection of errors in the performance of unison songs.
Vocal Training and Song Material:
The adolescent voice . . . choral singing . . . tone production, intonation, diction and breath control . . . blending of voices in part singing . . . interpretation . . . analysis of song material for Grades 9 and 10.
Conducting:
Patterns of common metres . . . special problems . . . attack and release, incomplete bars, expression, use of the left hand.
Rudiments of Music:
Notation (notes, rests, clefts) . . . intervals and their inversion . . . metre and rhythm . . . scales (diatonic and chromatic) . . . transposition . . . music terms, abbreviations and ornaments . . . triads and their inversions . . . dominant seventh chords and their inversions . . . cadences . . . principles of simple four-part vocal writing.
Music Appreciation:
Teaching of topics prescribed for Grades 9 and 10 in the Department of Education Programme of Studies . . . use of pocket scores . . . analysis of selected orchestral and choral works.
Methods:
General principles of organization and instruction of choral classes . . . philosophies of music education . . . analysis of the course for Grades 9 and 10 . . . voice testing . . . teaching of rote songs, reading songs, part songs, and theory . . . use of piano

. . . integration of music with other subjects . . . elementary scoring and transposition for instruments.

540 *Seminar in Vocal Music* (3 hours)
For Type A candidates in Music.
Sight Singing and Ear Training:
Sight reading of songs based on the theory prescribed for Grades 9 to 13 . . . singing of major scales from any note in the scale to its octave . . . singing of intervals contained in the major and minor scales (all forms) . . . writing of exercises from dictation . . . recognition of diatonic and simple altered triads and seventh chords . . . detection of errors in the performance of more advanced part songs.
Voice Training and Song Material:
Advanced study of topics listed in Part I of the Intermediate Course through choral works . . . unaccompanied singing . . . modern theories of voice training . . . the teaching of special classes in voice training . . . selection of song, choral and operatic material for senior classes . . . public performances and festivals.
Conducting:
Practice in conducting schools choirs, assemblies and operettas . . . advanced problems . . . changes of metre, contrapuntal works, special effects, etc.
Music Appreciation:
Teaching of advanced topics at Grade 13 level . . . analysis of selected compositions . . . selection of recordings for school use.
Methods:
Modern theories of Music education with application to all topics listed in the prescribed Course for senior grades.

62. Physical and Health Education

442.1 *Physical and Health Education* (8 hours)
Part I of the Programme for the Intermediate Certificate:
An introductory course in principles and practices of Physical and Health Education. Emphasis is placed on methods of teaching the physical activities and health materials outlined in the Courses of Study, Grades 7 to 10, of the Ontario Department of Education.

442.2 *Physical and Health Education* (4 hours)
Part II of the Programme for the Intermediate Certificate:
An introduction to the scientific bases of Physical and Health Education. The course includes methods and materials for Grades 11 and 12 . . . scientific principles . . . historical developments . . . introduction to statistical methods . . . programme planning.

442.3 *Physical and Health Education* (4 hours)
Programme for the Specialist Certificate:
Emphasis is placed on advanced methodology . . . philosophic and scientific principles . . . organization and administration of all aspects of Physical and Health Education in the school situation.

542 *Seminar in Physical and Health Education* (10 hours)
For Type A candidates in Physical and Health Education.
Physical Education:
Survey of materials for Grades 7 to 13.
Philosophy, principles, teaching methods . . . administration of the Physical Education department.
Health Education:
Survey of methods and materials for Grades 7 to 12 . . . curriculum analysis.

63. Political Science

444 *Political Science* (4 hours)
Aims and values of Political Science in secondary school . . . the prescribed course . . . teaching organization and methodology . . . individual assignments . . . relationship to History and to current events . . . books, periodicals and other resource materials . . . examinations and evaluation.

544 *Seminar in Political Science* (1 hour)
For Type A candidates in Political Science.
Aims of teaching Political Science at the secondary school level . . . the scope of the subject methods of teaching comparative government and politics . . . the choice of materials, their organization and lesson planning for the Grade 12 course in World Politics . . . the Grade 10 course in Canadian Government . . . content and method for Four-Year Programmes . . . enrichment techniques for gifted students . . . source materials in books, paperbacks, periodicals, pamphlets, etc. . . . techniques of discussion and the conduct of meetings . . . relationship of Political Science to History and other secondary school subjects . . . testing and examinations . . . the qualities of a specialist . . . the history of Political Science as a study.

64. Psychology and Sociology

446 *Psychology and Sociology* (4 hours)
The value and objectives of the secondary school course "Man in Society" . . . planning . . . methods of presenting various areas of the course . . . demonstrations and discussion of specific techniques . . . relationship of "Man in Society" to other secondary school subjects and to Guidance.

546 *Seminar in Psychology and Sociology* (2 hours)
For Type A candidates in Psychology and Sociology.
The seminar concerns itself with objectives, content and teaching methods for certain areas of the course "Man in Society" . . . the rôle of the specialist in the secondary school.

65. School Librarianship

448 *School Librarianship* (12 hours)
Instruction in School Media Centre Collection with particular attention to fiction, biography, science and basic reference books . . . School Media Centre Programme and Administration . . . Technical Services (Classification and Cataloguing) as related to the school Media Centre needs . . . laboratory periods for practice.

Note:
This course offers basic training for those who may wish to serve as secondary school librarians. It is Part I of a two-part programme leading to the Intermediate Certificate in School Librarianship. The course cannot be completed during the One-Year High School Assistants' Programme but requires a subsequent summer session for the Intermediate Certificate.

66. Science

450 *Science* (3 hours)
The aims and objectives of Science . . . Science curriculum design . . . unit planning and lesson planning . . . an examination of the various approaches to the teaching of Science . . . a study of representative portions of all types of Science courses . . . pupil participation . . . recognition of individual pupil differences . . . the use of audio-visual aids in Science teaching . . . source materials . . . the purchase, maintenance, and use of equipment . . . testing and evaluation.

550 *Seminar in Science* (2 hours)
For Type A candidates in Biology or Chemistry or Physics and, in part, Mathematics and Physics.
The methodology and content of the Science programmes in the Senior Division . . . the organization of the Science programmes . . . the rôle of the specialist teacher and of the Department Head. The seminars in each of Biology, Chemistry and Physics are conducted separately.

67. Theatre Arts

452 *Theatre Arts* (9 hours)
An introductory course dealing with the philosophy and practice of Drama in Education: the purposes of curricular and extra-curricular drama . . . creative drama . . . direction . . . production . . . group projects . . . planning developmental programmes . . . the mass media.

552 *Seminar in Drama* (2 hours)
For Type A candidates in English and Drama.
More extensive exploration of film, radio and television for dramatic interpretation . . . the use of sound and video-tape as teaching aids . . . history of the theatre . . . children's theatre . . . multi-media presentations.

68. Additional Related Courses

455.01 *Applied Linguistics* (2 hours)
Study of different applications of linguistic theories to the teaching of French; special attention to problems of phonemics, morphology, syntax and semantics in connection with the data of structural linguistics. This course is open to any student of French.

455.02 *Culture and Society in German Language Teaching* (2 hours)
Historical, social and regional factors in the teaching of modern German; a laboratory approach.

455.03 *Curriculum Theory and Design:* A Research Seminar (2 hours)
Enquiry into the theory and design of a curriculum and the examination of curriculum projects in the field of social studies and geography.

455.04 *Current Health Problems in North American Society* (2 hours)
Survey course including lectures and seminars related to such health areas as cardiovascular disease, mental health, air and water pollution, consumer health, drugs, and sex education.

455.05 *Educational Data Systems* (2 hours)
This course is designed to provide a background in Educational Data Systems for teachers. Emphasis is on the use of the computer as a problem solving tool. Topics to be covered include Computer Assistance Instruction, Test Scoring, Item Analysis, Educational Research, and other student-related areas. Access to the computer will be made available to interested teachers.

455.06 *Educational Media* (2 hours)
The course will include a study of the basic principles of communication, and the use of the various media such as film projectors, tape recorders and television will be a major part of the course.

455.07 *Electronic Aids to Language Learning* (2 hours)
Audio-video equipment, including all laboratory types. (This course, largely televised, includes practice at equipment manipulation. It pre-supposes an interest in, but no knowledge of, electronic aids to learning. It is not to be chosen by Type A French II candidates, whose course already covers much of this work; otherwise, it is open to any foreign modern language student).

455.08 *Ethical Theory and Educational Theory* (2 hours) . . . .
A study of the relationship between ethical theory and educational theory as embodied in the works of great thinkers of the past. In this systematic study, historical sequence will be preserved.

455.09 *Environmental Studies in Science* (2 hours)
A combination of lectures, seminars, laboratory work and field experience is used to clarify the purposes and procedures involved in environmental studies as related to the Science programmes in Ontario schools. A background that includes courses in ecology and geology is advantageous but is not a prerequisite for the course.

455.10 *Game Theory and Simulation in Relation to Learning* (2 hours)
An introduction to game theory and simulation as an approach to learning.

455.11 *History of Education: A Reading-Discussion Course* (2 hours)
For a course of this kind enrolment is limited to seminar proportions. Students are invited to share the reading and subsequent discussion of selected influential educational writings by famous or well-known writers, past and contemporary. The intention is to learn from direct sources and to see current developments in this perspective.

455.12 *Introduction to Child Psychology* (2 hours)
Motivation; why children learn; physical characteristics and school behaviour; children's abilities; children as social creatures; personality adjustment.

455.13 *Introduction to Vocational Education* (2 hours)
Types of certificate, the admission requirements, history, philosophy, and the means of realizing the aims of Vocational Education.

455.14 *Metaphysics and Perception* (2 hours)
This seminar course is primarily intended for students with an interest in Fine Arts, Theatre Arts, and the general area of creative writing and mass media of communication. Problems of relationships between representation and reality will be treated, and value theory as applied to the visual arts will be examined. In general, modern texts will be used.

455.15 *Outdoor Education* (2 hours)
An interdisciplinary approach to out-of-school education.

455.16 *Principles of Programmed Learning* (2 hours)
Preparing and structuring objectives; programming styles; linear and branching; principles of writing and revising programmes; feedback; computer-assisted-instruction; programme evaluation.

455.17 *Principles of Activity in Physical Education* (2 hours)
Motor learning; physiological and kinesiological principles of human movement (lecture and laboratory).

455.18 *Special Education for the Disadvantaged Learner in Urban Schools* (2 hours)
An introduction to the scope and range of this specialized field in education related to the needs of exceptional children.

455.19 *Teaching as a Profession* (2 hours)
A study of the development of teaching as a profession; the current status of the profession, and new orientations within the North American context; inter-professional relationships.

455.20 *The School's Institutional Setting* (2 hours)
An analysis of the school as a social institution, emphasizing its relationship to other social structures and the impact of these on the teacher and teaching.

455.21 *French at the Elementary School Level* (2 hours)
French as a second language from the earliest grades of the elementary school; programmes; procedures specific to the age level; audio-visual aids.
Note: This course may be chosen by
(i) a candidate enrolling in the Elementary School option as well as in French;
(ii) any candidate proceeding to a Type A certificate in French (alone or in combination with another Type A field).

One-Year Programmes for Certificates in Technical Education and Industrial Arts
(A) Vocational or Occupational Certificates

Candidates with suitable academic standing and wage-earning experience may enter a One-Year Programme leading to a Vocational Certificate or an Occupational Certificate. (Practical Subjects).

69. Vocational Certificates

Interim Vocational Certificate, Type B
The basic certificate is the Interim Vocational Certificate, Type B. It qualifies the holder for five year as a teacher in the Vocational subject designated on his certificate.
A Permanent Ordinary Vocational Certificate, Type B, may be requested of the Department of Education upon the completion of two years' successful teaching experience in a secondary school in Ontario.

Interim Vocational Certificate, Type A
The higher certificate is the Interim Vocational Certificate, Type A. It qualifies the holder for five years as a teacher in the Vocational subject designated on his certificate.
A permanent Vocational Specialist's Certificate, Type A, may be requested of the Department of Education upon completion of two years' successful experience in a secondary school in Ontario in the subject designated on the certificate. The Type A Certificate may qualify the holder to become a Technical Director in a secondary school.

70. Occupational Certificates

Interim Occupational Certificate, Type B (Practical Subjects)
The basic certificate is the Interim Occupational Certificate, Type B (Practical Subjects). It qualifies the holder for five years as a teacher in Occupational subjects.
A Permanent Occupational Certificate, Type B (Practical Subjects) may be requested of the Department of Education upon completion of two years' successful experience in a secondary school in Ontario.

Interim Occupational Certificate, Type A
The Higher certificate is the Interim Occupational Certificate, Type A. It qualifies the holder for five years as a teacher in Ocupational subjects.
A Permanent Occupational Specialist's Certificate, Type A, may be requested of the Department of Education upon the completion of two years' successful experience in Ontario. This Certificate may qualify the holder to become a Director of an Occupational Department.

71. General Conditions of Admission

An applicant for admission to the One-Year Programme for Certificates in Technical Education and Industrial Arts must make application, not later than August 31, to the Director of the Department of Technical and Industrial Arts, 371 Bloor Street West, Toronto 181, Ontario, on a form to be obtained from him,

and shall submit with the application, on forms also to be supplied by the Director:

A certificate of birth
If not born in Canada, the candidate must submit a certificate from a competent authority that he is a Canadian citizen or has landed immigrant status or has applied for Canadian citizenship.

Age limits
For the Interim Vocational course, male applicants shall be at least 23 years of age; female applicants shall be at least 21 years of age. This is in accordance with a Department of Education requirement. See the Department of Education Act, 1954, Section 11, (i) (c).

72. Requirements for Admission to Programme for the Interim Vocational Certificate, Type B

To this programme may be admitted Applied Science graduates (engineers), graduates of Polytechnical Institutes or Colleges of Applied Arts and Technology, and skilled tradesmen.

Engineers
An applicant shall be the holder of a degree from the Faculty of Applied Science of an approved university, and shall submit statements to prove not less than two years' subsequent experience in the field of his major subject.

Technologists and Technicians
An applicant shall hold a three-year diploma from an approved programme offered by a Polytechnical Institute or College of Applied Arts and Technology, which requires Ontario Grade 12 standing or equivalent as one of the conditions for admission. He must also document three years of acceptable work experience.

OR

An applicant shall, while enrolled in the second and final years of an approved regular programme of a three-year diploma course offered by a Polytechnical Institute or other approved institution, also enrol at the College in the part-time intramural programmes (September to May). After three years of acceptable wage-earning experience subsequent to receiving his diploma from the Institute, he shall attend a completing seven-week summer programme of professional training at The College.

Skilled Tradesmen
An applicant is required to give evidence of a minimum academic education of Grade 12, Ontario, and approved Trade Training and Experience, generally seven years.
The training or apprenticeship required shall be that demanded for journeyman's qualifications in the trade concerned. Special training obtained in an approved day vocational school will be taken into account in considering the period of training. An applicant shall submit statements from the persons or firms

under whom they were trained, showing the length of the training period and the nature of the work.
The experience required shall be several years of wage-earning journeyman trade experience with reputable firms, and shall be such as to show that the applicant is a skilled craftsman, competent in the main branches of the trade concerned, and familiar with its recent development. The length of the journeyman experience depends upon the nature of the trade. Documentary evidence of experience in the trade in approved shops shall be furnished by the applicant.
An applicant for the Interim Occupational Certificate, Type B, (Practical Subjects) shall furnish proof of wage-earning experience over at least seven years and involving at least three trade areas.
In calculating the total years of wage-earning experience and/or training, only those years subsequent to the date of the highest academic attainment used in the calculation can be credited unless the academic programme of the candidate was interrupted for a number of years during which he was engaged in such wage-earning activity.

Notes: (1) In all cases the name of the degree, diploma, or apprenticeship must correspond with both the nature of the wage-earning experience and the subject to be taught.
(2) A minimum of two years of Canadian wage-earning experience is required.

73. Requirements for Admission to the Programme for the Interim Vocational Certificate in Home Economics

To this programme, may be admitted graduates with satisfactory standing in the three-year Secondary School Home Economics teaching option of the Ryerson Polytechnical Institute or equivalent.
Wage-earning experience is not a prerequisite for admission to this programme.

Notes: (1) Home Economics is offered in the One-Year Programme only.
(2) Applicants should pay particular attention to the fact that no Vocational Type A Certificate is offered in Home Economics. All candidates must obtain an acceptable B.A. degree before they are eligible to proceed to higher certification through the H.S.A. programme.

74. Requirements for Admission to the Programme for the Interim Vocational or Occupational Certificate, Type A

This programme is offered to graduates of a Faculty of Applied Science or a Faculty of Architecture or graduates holding the B.Sc.N. from an approved university with at least 66% in the final and one other year.

Each candidate shall:
(1) submit evidence of not less than two years of approved wage-earning experience in the field of his major subject;
(2) be required to take the courses of the Programme for the Type B Certificate, and to obtain a grading of 66%;
(3) take additional courses in the organization, administration, and supervision of vocational schools with special reference to the duties and responsibilities of the technical directors, assistant principals and principals.

Note: This programme is offered in the One-Year programme *only.*

75. Programme for the Interim Vocational or Occupational Certificate, Type B

The programme consists of three parts:

Part 1:
Educational Psychology, Administration and Professional Practice, English, Mathematics, History of Vocational Education, Principles of Teaching and Classroom Management. Technical Subjects: subject analysis, shop plan, equipment list, yearly budget course of study, Practical Laboratory.

Part II:
Applied Teaching Techniques, Observation and Practice Teaching. Observation and Practice Teaching is a programme of from ten to twelve weeks. The programme is conducted in secondary schools, Colleges of Applied Arts and Technology, and Ryerson Polytechnical Institute. Assignment of students to practice schools is made outside as well as within the area of Metropolitan Toronto. Candidates entering the course must be able and willing to accept practice teaching assignments to those schools selected by the Director and Associate Director of Practice Teaching. Candidates absent from regular practice teaching weeks may be required to do other assignments later in the session.

Part III:
Technical Proficiency Examination.
Every applicant shall be required to pass an examination designed to test his attainments as a skilled worker in the subject concerned. The examination shall be on the fundamental principles, operations, processes and skills of the subject, and shall be in two parts: written and practical. In the practical examination, the applicant will be required to show his skill in a performance test.

Details of Courses in the Programme for the Interim Vocational or Occupational Certificate, Type B

Note:
In each case, the numeral in brackets indicates the number of lecture hours per week.

76. Administration and Professional Practice

461 *Administration and Professional Practice* (1 hour)
The teacher's rôle as a professional person . . . responsibilities to students, to the school and to society . . . professional relationships and attitudes.
The teacher's rôle in the administrative framework of the school . . . organization of education systems, provincial and local . . . powers and duties of the various educational authorities . . . Education Acts and Regulations of the Province of Ontario.
Special reference to professional organizations, teacher certification, curriculum, types of schools, finance.

77. Educational Psychology

463 *Educational Psychology* (3 hours)
Introduction to principles of educational psychology as they apply to the teacher and pupils . . . motivation . . . development and adjustment . . . school discipline . . . intelligence and its measurement . . . learning process . . . mental hygiene . . . basic principles and current practices in Guidance.

78. English

465 *English* (3 hours rhetoric)
466 *English* (1 hour workshop)
Rhetoric:
An introduction to the methods and patterns of clear and effective writing . . . relationship between thinking and the composition process . . . perceptive seeing . . . organization of stimuli and meaningful transmission of response . . . rhetorical considerations in the composition of sentences and paragraphs . . . characteristics and techniques of effective identification, definition, classification, comparison and contrast, illustration, and three types of analysis: functional, process and causal. The planning, evaluation and assignment of compositions of various types is a significant part of this course.

Introduction to Semantic Principles:
Abstract and concrete terms . . . problems in definition . . . characteristics of words . . . denotation, connotation, language and personality . . . problems in verbal communication.

Professional Composition Problems:
Layout of examination papers . . . types of questions . . . composition of questions. Also, a brief introduction of the principles of programme composition.

Oral Presentation:
Communicating with an audience . . . eliminating self-consciousness . . . voice-improvement . . . oral reading . . . phrasing oral

questions . . . brief prepared speeches . . . evaluating oral presentation. . . characteristics of effective lesson presentation.
Before beginning this course, some formal preparation may be advisable for candidates who lack command of basic English structure and usage.

79. History of Vocational Education

467 *History of Vocational Education* (1 hour)
Brief historical sketch to show vocational aspects of educational developments . . . contributions of educational reformers, Comenius, Rousseau, Pestalozzi, Fellenberg, Froebel and Spencer . . . relation of industrial developments to the need for industrial education . . . development of secondary education, of vocational education . . . manual training movement, the mechanics' institute, the firm and trade school, industrial and technical schools, trade schools . . . part-time, co-operative and apprenticeship classes . . . the Ontario educational system.

80. Mathematics

469 *Mathematics* (2 hours)
Introduction to mathematical structures involving a review of the basic number systems . . . fundamental concepts of logic, graphing in two- and three-dimensional space . . . vectors and their application . . . study of relations . . . defining equations and inequations of relations . . . introduction to the basic ideas of calculus by a consideration of velocity and rate of growth problems . . . a system of equations and inequations . . . introduction of linear programming.

81. Principles of Teaching and Classroom Management

Principles of Teaching and Classroom Management

471 *Aims and Philosophies of Education* (3 hours)
1. Aims of Education
2. A Taxonomy of Educational Objectives:
   a. The Cognitive Domain
   b. The Affective Domain
   c. The Psychomotor Domain
3. Profile of an Ideal Teacher
4. Human Relations in the Classroom: Teacher Attitudes
5. Professional Ethics
6. Public Relations
7. The Preparation of Instructional Objectives
8. Evaluation of Teaching

472 *Applied Teaching Techniques* (3 hours)
1. Analysis of Formal Lesson Types
2. Lesson Planning
3. The Art of Questioning
4. Inductive and Deductive Reasoning
5. The Teaching and Learning of Concepts and Principles
6. The Teaching and Learning of Skills

7. Problem Solving, Creativity, and Discovery Learning
8. Audio-visual aids in Teaching
9. Individual Instruction
10. Group Dynamics in Teaching
11. Practice Lessons

473 *Learning* (3 hours)
1. The Nervous System: Relation to Learning
2. The Learning Process: Definitions, Theories, and Types of Learning
3. Efficient Study Methods
4. The "Laws of Learning"
5. Direct and Indirect Experiences
6. Habits and Habit Formation
7. Motivation
8. Individual Differences
9. Economy and Techniques of Learning: Making Learning Efficient

474 *Organization and Management* (3 hours)
1. Routine Duties
2. Tests and Examinations; Construction and Administration
3. Statistical Analysis of Scores
4. Measuring and Recording Pupil Progress
5. Preparation of Instructional Materials: Instruction Aid Sheets; Audio-Visual Media
6. Discipline
7. Homework and Notebooks
8. Team Teaching

82. Technical Subjects

Technical Subjects (2 hours)

479 Subject Analysis

480 Course of Study
Study of the work of the skilled craftsman to determine the teachable content of each trade or calling.
Analysis of the subject to determine the skill, and the trade, technical and concomitant knowledge of the skilled worker . . . selection of instructional materials and arrangements into groups according to learning difficulties . . . selection of projects to be used to fit the order of the course of study . . . determination of related mathematics, science, drawing and auxiliary information needed in each project . . . preparation of the course of study . . . unit courses.

481 Preparation of a model shop plan

482 Preparation of an equipment list and budget

83. Vocational Home Economics

Note:
For details of Principles of Teaching and Classroom Management, Educational Psychology, Administration and Professional Practice, History of Vocational Education, see Details of Courses for the Interim Vocational Certificate, Type B. (See Sections 76, 77, 79, 81)

483 *Methods of Teaching Home Economics* (10 hours)
Philosophy and Techniques of Teaching:
History of Home Economics in Ontario schools . . . the option programme . . . Home Economics curriculum related to the fundamental principles, practices and standards in home and family living. Use of the Ontario Curriculum guides . . . planning lessons and units. Teaching techniques and instructional materials. Problems of organization . . . equipment, texts and references. Evaluation, records, budgets, regulations.

Applied Methods:
Use of special teaching techniques in preparation and teaching of selected lessons suggested in the Ontario Curriculum guides in Home Economics. Use and preparation of instructional materials.

Note:
Candidates in Vocational Home Economics will be required to attend provincial schools for Observation and Practice Teaching in Home Economics classes for ten weeks during the session. Students who are absent from regular practice weeks may be required to do other assignments later in the session.

84. Industrial Arts Certificates

Candidates with suitable academic standing and an Ontario Elementary, High School Assistant's or Vocational Teaching Certificate may enter a One-Year Programme leading to an Industrial Arts Certificate.

Interim Intermediate Industrial Arts Certificate
The basic certificate is the Interim Intermediate Industrial Arts Certificate. It qualifies the holder for five years as a full-time teacher of Industrial Arts in school grades up to and including Grade 10.
A Permanent Intermediate Certificate may be requested of the Department of Education upon completion of two years' successful experience in an elementary or secondary school in Ontario.

Interim Specialist Industrial Arts Certificate
The higher certificate is the Interim Specialist Industrial Arts Certificate. It qualifies the holder for five years as a teacher of Industrial Arts in school grades up to and including Grade 12.
A Permanent Specialist Industrial Arts Certificate may be requested of the Department of Education upon the completion of two years' successful experience in Ontario in Industrial Arts teaching.
The Specialist Certificate may qualify the holder to become Head of an Industrial Arts Department in a secondary school.

85. General Conditions of Admission

General Conditions of Admission
An applicant for admission to the One-Year Programme for Certificates in Technical Education and Industrial Arts must make application, not later than August 31, to the Director of the Department of Technical and Industrial Arts, 371 Bloor Street West, Toronto 181, Ontario, on a form to be obtained from him, and shall submit with the application, on forms also to be supplied by the Director:

A Certificate of Birth
If not born in Canada, the candidate must submit a certificate from a competent authority that he is a Canadian citizen or has landed immigrant status or has applied for Canadian citizenship.

Age Limits
For the Intermediate Industrial Arts programme, applicants shall be at least 20 years of age.
For the Specialist Industrial Arts programme, applicants shall be at least 23 years of age.

86. Conditions of Admission, the Interim Intermediate Certificate

An applicant shall submit:
(1) an Ontario teaching certificate, and
(2) a statement indicating successful completion of Part I of the Elementary Summer Session in Industrial Arts, with a standing of at least 66%, or
(3) successful completion of the Industrial Arts option of the High School Assistant's Certificate, Type B.

Note:
Every teacher of Industrial Arts in an elementary school must hold an Elementary School Teacher's Certificate in addition to his Industrial Arts Certificate.
If a sufficient number of applicants apply, a special half-year course beginning in January, 1970, will be offered to those candidates who have successfully completed Parts I and II of the Elementary Industrial Arts Summer Session and Part I of the Industrial Arts Supervisor's Summer Session with a standing of at least 66% in the latter. (After June 1969, Parts I, II, and III of the Elementary Industrial Arts Summer Session will be accepted.)

87. Conditions of Admission, the Interim Specialist Certificate

An applicant shall:
(1) hold an Intermediate Certificate in Industrial Arts; and
(2) subsequently, have at least one year of successful teaching in the field of Industrial Arts, as verified by the regional superintendent concerned; and
(3) show evidence of having obtained not fewer than seven Grade 13 credits or approved equivalents, including two in English. It is recommended that the candidate include papers in Mathematics and Science.

88. Programme for the Interim Intermediate Certificate

Industrial Arts, Intermediate
Part I: Course of Study, Equipment List and Shop Planning: Laboratory Experience — material science . . . design technology . . . environmental design. . . fabrication and production . . . Philosophy and Methodology . . . Curriculum Development . . . History of Industrial Arts . . . Guidance . . . Educational Psychology.

Part II: Observation and Practice Teaching:
Each candidate is given at least three weeks in a practice school. His teaching progresses from individual and group instruction to complete charge of routine duties and class instruction. If possible, the candidate is sent to the general shop in an elementary school, a junior high school, and a collegiate institute.

487 *Curriculum Development* (1 hour)
A study of the problems involved in developing the programme and environment for teaching industrial arts. Lecture and assignment.

489 *Applied Design*
489.1 *Design Technology* (6 hours)
Electricity and Electronics; concepts, applications and central control of electricity. Lecture and laboratory.
Mechanics: Simple machines and applications; fluid power; basic physics as applied to mechanics. Lecture and laboratory.
489.2 *Design Environment* (4 hours)
Introduction to basic elements and principles of visual aspects of the environment, and the process of designing, recording and communication of ideas in two and three dimensions. Lecture and laboratory.

491 *Fabrication and Production* (10 hours)
The development of basic skills in the use of hand tools and machines, and in the handling of materials. Areas of study include Communications Electricity, General Metal, General Wood, Power Mechanics. Problem solving techniques are learned as the acquired skills are applied. Lecture and laboratory.

493 *Material Science* (2 hours)
The study of the structure and properties of materials related to sources; production and use. Lecture and laboratory.

495 *Philosophy and Methodology* (3 hours)
Current educational thought: contemporary aims, problems and practices in education, with particular reference to industrial arts education.
The general purpose of the course will be to present an historical perspective and philosophical insight to help students appreciate modern educational issues. Lecture and seminar.

462 *Administration and Professional Practice* (1 hour)
The teacher's rôle as a professional person; the teacher's rôle in the administrative framework of the school. Lecture.

463 *Educational Psychology*
See Section 77 for content.

89. Programme for the Interim Specialist Certificate

Industrial Arts Specialist

Part I:
Activity analysis, course of study, shop management, advanced shop work.

Part II:
Observation and Practice Teaching.

90. Final Standing

The final standing of students in attendance in the programme for the Vocational Certificate, Type B, Occupational Certificate, Type B (Practical Subjects), or programmes for the Intermediate and Specialist Certificates in Industrial Arts, shall be determined by the sessional records of Part I, by the records of Part II of the programmes concerned, and by the results of examinations of Part III.

The sessional records in each programme represent oral and written exercises, practical work, research reports, frequent tests, and the results of term and final examinations.

A candidate shall pass in each of the subjects listed in the Programme of Studies of the programme concerned. The pass standard shall be 50% of the marks assigned to each subject of Part I and 50% of the marks assigned for each division of Part II (Observation and Practice Teaching), and 50% of the marks assigned for each section of Part III (Performance test for Industrial Arts or Technical Proficiency Examinations for Vocational Students).

91. Performance Test

A candidate for the Intermediate Industrial Arts Certificate or the Specialist Industrial Arts Certificate must pass a performance test before being recommended for a certificate.

92. Technical Proficiency Examinations Vocational and Occupational

A candidate for the Interim Vocational or Occupational Certificate, Type B, must obtain 50% in each of the practical and theory portions of the Technical Proficiency Examinations.

93. Supplemental Examinations

A candidate for the Vocational or Occupational Certificate Type B (Practical Subjects) or the Intermediate or Specialist Certificate in Industrial Arts who passes in Part II (Observation and Practice Teaching) and fails with a score not lower than 40% in not more than two subjects of Part I shall be exempted from further attendance. He may complete his standing for a certificate by re-writing, at an annual examination, the examination(s) in the subject(s) in which he failed. Supplemental examinations will be held at the close of the One-Year and Summer Sessions. If either or both of the two failing scores are lower than 40%, the candidate shall attend one Summer Session in the subject(s) concerned.

94. Failure in More than Two Subjects

Candidates who fail in more than two subjects of Part I or in either division of Part II (Observation and Practice Teaching) shall be required to attend and successfully complete another session as follows:

(1) Candidates for Vocational and Occupational Certificates shall

attend the Winter and Spring terms of the One-Year Programme or one Summer Session;
(2) Candidates for Industrial Arts Certificates who fail in more than two subjects of Part I shall attend either the Winter and Spring terms of the One-Year Programme or one or more Summer Sessions as The Council of The College directs. Candidates who fail in either division of Part II (Observation and Practice Teaching) shall attend the Winter and Spring terms of the One-Year Programme.

95. Failure in the Technical Proficiency Examinations

A candidate for the Vocational or Occupational Certificate, Type B, who fails in the practical or theory portions of the Technical Proficiency Examinations shall write a supplemental examination if his average is more than 30% but less than 50%. If his average is below 30%, he will be permitted to complete the One-Year Programme provided his standing in the professional subjects is satisfactory. However, Summer Session students will not be admitted to the Completing Summer Session.

96. Submission of Assignments

Final marks in any subject or for any Vocational, Occupational or Industrial Arts Certificate may not be issued until all assignments have been submitted.

Note:
As the value of *an endowed scholarship or prize* is dependent on the actual income of the fund, it is possible that the value of certain scholarships and prizes at the time of payment may be less than the amount stated in the calendar.

97. Fellowships

Province of Ontario Fellowships in the amount of $500 are available to full-time students in the High School Assistants' and Technical and Industrial Arts Departments who are candidates for Department of Education certificates. No application for the fellowship is necessary.

98. Canada Student Loans Plan

This Plan, instituted by the Federal Government in 1964, was introduced to provide loans to supplement the resources of a student and/or the parents where, in the absence of such aid, a student would be unable to pursue a post-secondary education. A student should apply for a loan under this Plan for only the funds needed, over and above those from his own resources and/or those of his family, to enable him to continue his studies. The institution to which application is made will determine the amount of loan required in each case.

Borrowers under this Plan are required to repay principal and to pay interest, but no payments are required so long as the student is in full-time attendance at an eligible institution and for six months thereafter. Interest charges during this period are paid by the Federal Government who also guarantees the loan principal. After the interest-free period, repayment of principal and simple interest charges at 5¾ % on the outstanding balance are required in regular monthly payments to the bank from the borrower. The maximum amount which may be advanced under this Plan to one student is $1,000 in one year (ending June 30). The maximum total indebtedness under this Plan is $5,000.

Application should be made in the first instance to the Registrar, The College of Education. When a loan is approved, the institution will issue a Certificate of Eligibility which authorizes the student to make arrangements for the loan with any branch of any chartered bank in Canada.

99. The William Pakenham Fellowship in Education

The late Dr. William Pakenham bequeathed to the University of Toronto the residue of his estate to be used as the governing body of the University may direct in behalf of the activities of The College of Education.

Accordingly, a Fellowship in Education has been established for advanced work either in the University of Toronto or in some other university approved by the Senate. The Fellowship shall be awarded at such intervals and have such value (usually $2,000) as the Senate on the recommendation of The Council of The College of Education may from time to time determine.

Applicants must be residents of Ontario, holding a Bachelor's degree and a teacher's certificate valid in a Canadian province, and must submit a record of professional experience and evidence of ability to make a contribution to education in Canada as a result of further work.
An application form may be obtained from the Registrar, The College of Education. Completed applications must be received by March 15.

100. The Pakenham Memorial Prize

As a memorial to Dr. William Pakenham, Dean of The College of Education from 1907 to 1934, the teachers of Ontario have founded an annual Memorial Prize of the value of the interest on $1;000. The Prize will be in the form of books stamped with the Coat of Arms of the University of Toronto, and will be awarded to the student who obtains the highest standing, as reported in the annual returns of The College, in the subjects of Part I of the High School Assistants' Programme, Type B, and in Practice Teaching.

101. The Hugh W. Bryan Memorial Prize of The Ontario Secondary School Teachers' Federation

The Ontario Secondary School Teachers' Federation has founded an annual scholarship of the value of $100 in memory of a former President of the Federation, Dr. Hugh W. Bryan. The prize will be awarded by the Scholarship Committee of the Federation at the close of each session and after receipt of a report from The Council of The College of Education, to the student in regular attendance throughout the session in the High School Assistants' Programme who has shown "the most outstanding qualities of scholarship, teaching ability, and character."

102. The John Crawford Memorial Scholarship

Mrs. J. T. Crawford has established an annual scholarship of $150 in the University of Toronto in memory of her husband, the late Professor John Thomas Crawford.
The scholarship, known as the John Thomas Crawford Memorial Scholarship, will be awarded to the candidate in the honour course in Mathematics and Physics in the University of Toronto who stands highest in the final examinations of the fourth year among those who proceed to The College of Education, University of Toronto. The Scholarship will be paid on the successful completion of the fall term of The College of Education.
If no graduate of the Mathematics and Physics course attends The College of Education, the highest qualified candidate from the Physics and Chemistry course or from the Engineering Physics course, taken in that order, will be awarded the Scholarship when other conditions are satisfied.

103. The Polymer Corporation Scholarship in Science and/or Mathematics

The Polymer Corporation Limited of Sarnia, Ontario, has established a scholarship of $750 to increase the supply of teachers qualified to teach Science or Mathematics in secondary schools. The applicant must be a resident of the Province of Ontario who has graduated in the past five years with a degree in Arts or Science from a Canadian university. The applicant must have Canadian citizenship or have declared intent to obtain this.

Candidates must be prepared to teach Mathematics and/or Science in a secondary school in Canada upon completion of the 1969-70 regular session of The College of Education, University of Toronto.

Application forms are available from the Registrar, The College of Education, 371 Bloor Street West, Toronto 181, or from the Secretary, Scholarship Committee, Polymer Corporation Limited, Sarnia, Ontario. Completed applications must be received not later than April 5, by the Secretary, Scholarship Committee, Polymer Corporation Limited.

104. The Confederation Life Association Scholarship in Mathematics or Mathematics and Physics

The Confederation Life Association has established a scholarship of $500 to attract honour graduates in Mathematics or in Mathematics and Physics into the teaching profession. The applicant must be a graduate of a Canadian university and must agree to attend the 1969-70 session of The College of Education, University of Toronto, to qualify for a Type A Certificate in Mathematics or Mathematics and Physics.

Application forms are available from the Registrar, The College of Education, 371 Bloor Street West, Toronto 181, or from the Head of the Department of Mathematics or Physics at the student's university.

The completed application forms must be received by the Registrar, The College of Education, University of Toronto, before April 4.

105. Graduate Degrees, Ontario Institute for Studies in Education

Programmes of study leading to University of Toronto graduate degrees of Master of Education, Master of Arts, Master of Philosophy, Doctor of Education and Doctor of Philosophy are available through the Ontario Institute for Studies in Education. Enquiries should be addressed to the Director of Graduate Studies, Ontario Institute for Studies in Education, 102 Bloor Street West, Toronto 181.

of a tall cross either held like a staff of state, as by the Good Shepherd in the chap
by the Christ of the Traditio legis in the Baptistery, or else laid on the shoulder li
fasces of a lictor, as in the case of St. Lawrence and of Christ trampling the lio
adder. Landscape elements are conventional. Serrated rocks and wisps of gr
scattered here and there on the ground characterize both the ledge of land on
the Baptist stands in Zone V and the idyllic surroundings of the Good Shep
the entrance lunette of the chapel. Broader branches in the latter, flat and exqu
highlighted with gold, match the boughs above the thrones of Christ in Z
Indeed, the palette of the two programs and their special chromatic harmon
effects correspond quite closely. Both make generous use of blue ground, o
an active color for drapery and accessories, of gold in conjunction with green
ceaux, and of specks of orange distributed erratically but with inspiriting
The color of St. Lawrence's pallium and its forceful modeling are almost du
in the small prophets of Zone I; the curious flying folds of drapery unite
several of the apostles in Zone IV and the majority of the stucco prophets.
figures in both programs frequently cast pointed shadows at their feet.

But more telling than these contacts of detail is the overall character of th
tive programs. Since their architectural skeletons and religious purpose are
neous, they do not employ the same method of organization. But they achie
impression which is sufficiently similar to suggest that it must arise from re
cerns. Prime among them would seem to be the concern to unify the ent
of decoration, not only visually but thematically, in such a way that the a
partments of decoration create a cohesive construct of form and mean
architecture is made to serve this purpose and, in the process, its physic
destroyed. The two monuments can be read as buildings only from th
Inside, they are no other than weightless and immaterial canopies billo
the celebrant and shielding him from associations of the real world. The
canopy are mere bands of color. They frame elements of decoration
nitely dividing them. This is because all the images share one ethereal
which they communicate. The bounds of the space are measureless: the
to the dilating color-stuff of the canopy within which the figures stand
substanceless, as if floating in midair. The canopy surges above them, at
and out of reach. In its crown, borne aloft by the patterned seams of
vision of heaven more sacred than any imagery below: the cross in a bod
the apparition of the manifest God in a celestial baptism.

Neither the chapel nor the Baptistery, then, can be considered simply
buildings, since the decoration in them is in no way subsidiary, and th
the building is in no way merely one of containment. Encrusted wi
colored marbles, the walls inside are hidden from view, with the result
rative web appears autonomous, self-supporting. Space enveloped in a
sheath of this kind is not *usable* in the ordinary sense. There is no mo
it that is not governed by the images. The space exists more for them

106. Discontinuation of the High School Assistants' Type B Summer Sessions

The High School Assistants' Type B, Summer Sessions, established in 1955 as an emergency measure, have been discontinued for recent graduates.
The Completing Seven-Week Summer Session, Type B, however, will be provided in 1969 for those candidates who successfully completed the Initial Eight-Week Summer Session of 1968. (See Section 107)

Note:
A Programme similar to the one discontinued will be provided, in 1969, for mature candidates who can meet the admission requirements. (See Section 108)

107. High School Assistants' Completing Seven-Week Summer Session

A Seven-Week Summer Session for the High School Assistant's Certificate, Type B, will be held from July 2, 1969, to August 15, 1969, for candidates who qualified for Temporary Secondary School Teachers' Certificates on completion of the Initial Eight-Week Summer Session of 1968, and who are recommended for admission by the principal and regional superintendent concerned.
The programme of studies will consist of courses in principles and procedures of teaching the optional subjects of the Initial Programme, Educational Psychology, and the History and Philosophy of Education.
A candidate who fails in more than two subjects shall attend the Summer Session described in Section 109 with a change of optional subjects.
A candidate who fails in more than two subjects of the Completing Programme (of which only one may be a course in the principles and procedures of teaching) may qualify for the Type B Certificate under conditions outlined in Section 29.

108. High School Assistants' Initial Eight-Week Summer Session for Mature Students

An Initial Eight-Week Summer Session leading to a Temporary Secondary School Teacher's Certificate will be held from Wednesday, July 2 to Friday, August 22, 1969. The certificate will be valid for the school year 1969-70 and the holder may secure an Interim High School Assistant's Certificate, Type B, by attending, on the recommendation of the principal and regional superintendent concerned, a Completing Seven-Week Summer Session in July and August, 1970.
A candidate for admission to the Summer Session leading to a Temporary Secondary School Teacher's Certificate must fulfil the admission requirements of a candidate in the One-Year Programme leading to the Interim High School Assistant's Certificate, Type B. He will also need to show evidence of employment as follows:

(a) (i) at least five full years' employment or experience other than as a student before or after a three-year degree beyond Grade 13 or equivalent; OR

(ii) at least four full years' employment or experience other than as a student before or after a four-year degree beyond Grade 13 or equivalent; OR

(iii) at least three full years' employment or experience other than as a student before or after a Master's degree.

OR

(b) For the year 1969, admission to the Initial Summer Session will be granted to a candidate who holds an acceptable university degree and by June 27, 1969, has completed at least two years of teaching in an Ontario secondary school under the authority of a Letter of Permission.

He must also sign a contract with an Ontario secondary school board for the ensuing school year for a position which has been advertised and for which no qualified applicant is available. Before offering a contract, a board will ask for a *provisional acceptance* of an applicant's degree and work experience.

The applicant must submit to the Registrar of The College of Education:

(a) (i) an official, detailed transcript (in duplicate) of his undergraduate course; OR

(ii) if the applicant is graduating in the spring of 1969, a list of the university courses completed and those still in progress, and

(b) statement(s) from employer(s) of work experience.

The final date for filing an application will be June 2. An applicant who submits an application after that date and who is accepted will pay a $20.00 late penalty.

Programme of Studies

Programme of Studies

The course of training for the Summer Session will consist of the following:

(a) General professional courses, including
  (i) Administration and Professional Practice,
  (ii) Educational Psychology.

(b) Two courses in the principles and procedures of teaching from the following subjects: English
Français[2]
French[1]
Geography
History
Latin
Mathematics
Science

OR

One option from those listed above *and one* from the following:

Business and Commerce[3]
German[1]
Guidance
Home Economics*
Physical Education*
Spanish[1]
Vocal Music*
Vocal and Instrumental Music*

OR

Both options in Business and Commerce.

(c) Practicum.

[1] A candidate should not select French, German, or Spanish unless he has a thorough knowledge of phonetics and syntax and is competent to speak the language in the classroom.

[2] A candidate should not choose Français unless it is his native language. Français is a subject in schools for French-speaking pupils where French is the language of instruction in a number of subjects.

[3] Prospective teachers of Business and Commerce subjects may select as two options *one* of the following even without previous experience in the field: Accountancy, Data Processing, Marketing, or Secretarial. It may be necessary to limit the enrolment in Marketing and Data Processing. Some candidates may qualify for credit in Business and Commerce subjects. Please consult the Director of the Department of Business and Commerce of The College.

*A candidate who chooses Physical Education, Business and Commerce, Guidance, Home Economics or Music as a second optional subject may secure Part I of the Intermediate Physical Education certificate, Part I of the Intermediate certificate in Accountancy, Data Processing, Marketing, or Secretarial, Part I of the Specialist certificate in Guidance, Part I of the Intermediate certificate in Vocal Music or in Vocal and Instrumental Music, or the Intermediate Home Economics certificate (if qualified academically) as the case may be upon passing the examinations of the Completing Seven-Week Course in 1970. No one will be awarded Part I of the Intermediate certificate or the Intermediate certificate before he is awarded a High School Assistant's Certificate, Type B.

109. High School Assistants' Type B Summer Programme for Teachers with Professional Education

This course is open to a candidate who holds a university degree approved for admission to the High School Assistants' Course, Type B, and

(i) who, after failing in a Completing Course or a One-Year Programme of a College of Education, has been given permission by the Dean to attend this course with a change of options, OR

(ii) who holds an Interim Ontario Elementary School Teacher's Certificate, Standard 4, or

(iii) who holds a Permanent Elementary School Teacher's Certifi cate, Standard 4, and who does not have a contract with a secondary school board, or
(iv) who holds an acceptable teaching certificate other than (ii or (iii) above, or
(v) who is eligible for a secondary school Letter of Standing bu who wishes to familiarize himself with the Ontario schoo system.

A candidate who fails in more than two subjects shall re-attend a Summer Session for Teachers with Professional Education another year.

A candidate who fails in not more than two subjects of the pro gramme (of which only one may be a course in the principles and procedures of teaching) may qualify for the Type B Certificate under conditions outlined in Section 29.

The programme of studies will consist of the following:

Administration and Professional Practice;

Courses in the principles and procedures of teaching any two of

English
Français*
French
Geography
German*
History
Latin
Mathematics
Science

*These courses are offered if a sufficient number of candi dates apply.

OR

Business and Commerce subjects may be chosen as two options by a candidate who holds an Interim Ontario Elementary Schoo Teacher's or equivalent certificate. For further information, write to Professor A. P. Seggie, The College of Education.

Note:

See Section 17 regarding *Interchange of Ontario Teaching Certi ficates.*

110. High School Assistants' Type A Seminars

A special Summer Session of six weeks, beginning on July 2, 1969, will be offered to provide the opportunity for teachers who hold a High School Assistant's Certificate, and who possess the neces sary academic qualifications, prescribed in Department of Educa tion Circular 649, to obtain an Interim High School Assistant's Certificate, Type A. Commencing July 1, 1969, Type A agreements between the Department of Education and the universities will terminate. After that date, all candidates for Type A courses will be admitted on the basis of transcripts evaluated by the Com mittee on Advanced Standing in accordance with the provisions of Department of Education Circular 649. It should be observed

that this change in procedure will not affect students who enrolled in Ontario universities in September 1965; it will affect those who enrolled in or after September 1966.

Professional courses leading to the Type A Certificate in one of the following special fields of scholarship will be offered:

Biology
Chemistry
Chemistry and Biology
Classics
Economics
English
English and French
English and German
English and Latin
English and Spanish
English and History
French
French and German
French and Italian
French and Spanish
Geography
*Geography and Geology
*Geology
History
Home Economics
Italian and Latin
Latin
Latin and French
Latin and Greek
Mathematics
Mathematics and Physics
Music
Physical and Health Education
Physics
Physics and Biology
Physics and Chemistry
Political Science
Political Science and Economics
*Psychology
*Psychology and Sociology
*Sociology
Science
Spanish and Latin

*If sufficient numbers apply.

Applicants must be recommended in their special fields of scholarship and teaching by the Department of Education on the basis of their competence as a classroom teacher of their Type A subject(s). If it should prove necessary, an equitable limitation of the enrolment may be made. Preference will be given to teachers holding the Permanent High School Assistant's Certificate. Applications will be considered in the order in which they are received.

Applications for enrolment must be made to the Registrar, The College of Education, by April 1, 1969.

111. Home Economics Summer Sessions

Intermediate Summer Sessions:
Parts II and III of the summer courses leading to the Intermediate Certificate in Home Economics will be held in Toronto from July 2, 1969 to August 8, 1969, for candidates who qualify for these courses.
A candidate must submit evidence that she has completed successfully Part I to be admitted to Part II, and must have met requirements in Part II to be admitted to Part III.
This four-summer sequence of courses is being replaced by a three-summer seven-week sequence, which will also lead to the Intermediate Certificate in Home Economics.
Part I of this revised programme will be given at Althouse College of Education, The University of Western Ontario. Information and application forms for Part I may be obtained from Althouse College of Education.
Candidates who take Part II of the old programme in 1969 will be able to complete requirements for the Intermediate Home Economics Certificate at The College of Education, University of Toronto, according to the following schedule:

	Courses to be Offered	
Year	*Former Programme* (Toronto only)	*Revised Programme*
1969	Parts II and III	Part I (London)
1970	Parts III and IV	Part I (London) Part II (Toronto)
1971	Part IV	Part I (London) Parts II and III (Toronto)

Candidates who have earned standing in one or more Parts of the former programme and are unable to attend summer courses to complete requirements by 1971, will be admitted to the revised programme at the level determined by the Registrar according to their record in courses previously taken.
Applications for Parts II and III must be submitted not later than May 1 to the Head, Home Economics Summer Courses, The College of Education, 371 Bloor Street West, Toronto 181, Ontario. A late fee of $20.00 will be assessed applicants accepted between May 1 and June 1. No applications can be accepted after June 1.

Intermediate Programme for Graduates with University Credits in Home Economics
Admission to this session is restricted to students who submit evidence of graduation with a standing not lower than 60% in the Home Economics of the final year, from a university course approved by the Minister of Education. The course must include at least 15 credits in a broad area of Home Economics, with one course in each of the following: Food and Nutrition; Clothing and

Textiles; Home Management and Equipment; Housing and Interior Design; Family and Child Development.
The Summer Session will be conducted in Toronto from July 2, 1969 to August 8, 1969. Applications must be submitted not later than April 1, 1969 to the Head, Home Economics Department, The College of Education, 371 Bloor Street West, Toronto 181, Ontario. Candidates who apply after this date will be assessed a late fee of $20.00 if admitted to the course.
Applicants must be recommended in scholarship and teaching of Home Economics by their area or municipal superintendent. This recommendation must be sent by the applicant with the application.

112. School Librarianship Summer Sessions

There are three six-week Summer Sessions leading to the Specialist Certificate in School Librarianship. The Intermediate Summer Sessions, Parts I and II, lead to the Intermediate Certificate in School Librarianship. The third Summer Session leads to the Specialist Certificate in School Librarianship. The three sessions must be taken consecutively. They are offered to meet the greatest need, hence all three are not offered every summer, nor consecutively.
The Specialist's Programme will be offered in Toronto from July 2, to August 8, 1969. Application forms may be obtained from the Head of School Librarianship Department, The College of Education, 371 Bloor Street West, Toronto 181. Applications must be submitted before May 1, 1969.

Specialist Summer Session:
This summer programme will continue the training offered in the Intermediate Programme with emphasis on the materials and services supplied by the School Media Centre to support the school curriculum. It includes the following subjects: The School Media Centre Collection with particular attention to adult books for young people and outstanding fiction; School Media Centre Programme and Administration; Technical Services (Classification and Cataloguing).

Applicants for admission to the Specialist Programme must:
(1) hold a Permanent High School Assistant's Certificate;
(2) submit evidence, certified by the principal of the school concerned, of at least one year of successful secondary school library experience during a minimum of 15 periods per week, subsequent to completion of the Intermediate Programme, Part II.

A candidate who successfully completes this Programme will be recommended for the Specialist Certificate in School Librarianship.

113. Business and Commerce Summer Sessions

Teachers who wish to enrol in any of the following Summer Sessions should write for application forms to the Director, Business and Commerce Department, The College of Education, 371 Bloor Street West, Toronto 181, and should submit the completed form before June 2, 1969.

Intermediate Session, Part I
Summer sessions leading to Part I of the Intermediate Accountancy, Data Processing, Marketing or Secretarial will be held at Central High School of Commerce, Toronto, for candidates who hold an Elementary School Teacher's Certificate or a High School Assistant's Certificate.

Subjects Offered:
Typewriting 101 A and B; Typewriting 102; Bookkeeping 111 A and B; Shorthand 121 A and B; Retail Merchandising 131; Introduction to Data Processing 141; Principles of Electronic Data Processing 241; Principles and Practices of Teaching Typewriting 103; Principles and Practices of Teaching Bookkeeping 113; Principles and Practices of Teaching Shorthand 123; Principles and Practices of Teaching Merchandising 133; Principles and Practices of Teaching Data Processing 143; Principles and Practices of Teaching Business 153; and Business Organization 231.

Intermediate Session, Part II
Summer sessions leading to the Intermediate Accountancy, Data Processing, Marketing or Secretarial certificate will be held at Central High School of Commerce, Toronto. To these courses may be admitted an applicant who has completed or who is completing subjects for the Intermediate, Part I, course.

Subjects Offered:
Business Machines 201; Machine Mathematics 202; Business Arithmetic 202; Business Law 204; Business Finance 205; Shorthand Practice 221; Office Practice 222; Office Procedures 224; Business Correspondence 225; Economics of Distribution 232; and Consumer Principles and Practices 234.

Specialist Session
Summer sessions leading to the Specialist certificates in Accountancy, Data Processing, Marketing or Secretarial will be held at Central High School of Commerce, Toronto. To these sessions may be admitted an applicant who holds an Ontario High School Assistant's certificate, Type B, and who holds the Intermediate, Part II, of a Business and Commerce certificate or who is completing subjects for one of these certificates, and whose programme, approved by the Director, Business and Commerce Department, permits a start on subjects leading to one of the Business and Commerce Specialist certificates.

Subjects Offered:
Accounting 311, 411; Secretarial 321, 421; Marketing 331, 431; Electronic Data Processing 341, 441; Principles and Practices of

Teaching Accounting 413; Principles and Practices of Teaching Office Practice 423; Principles and Practices of Teaching Marketing 433; Principles and Practices of Teaching Electronic Data Processing 443; Organization and Supervision of a Business and Commerce Department 453.
Description of courses will be found in section 44.
Credit may be allowed for equivalent university courses previously taken if official transcripts are submitted.

114. Examinations and Supplementals

Examination Centres:
(a) Examinations, including supplementals, in the non-machine subjects based on the requirements listed below will be held in May at The College of Education, or, if sufficient candidates apply, at approved local centres. Requests to write the examinations should be made to the Director, Business and Commerce Department, before March 1, in the year of writing. The timetable of examinations will be mailed to candidates whose application has been accepted in April, in the year of writing. Late applicants will be required to write examinations in Toronto.
(b) Machine subject examinations based on the requirements listed below will be held on May 3, 1969 at Port Arthur, Sault Ste. Marie, North Bay, Ottawa, Windsor and Toronto only. The machine subjects are Typewriting 101; Business Machines 201; Office Practice 222; Office Procedures 224; Shorthand Practice 221; Business Correspondence 225; Secretarial 321 and Secretarial 421. The timetable will be mailed in April.

Supplementals:
A candidate who has failed to obtain standing at a previous session may try the supplementals. A supplemental may only be tried twice.

Requirements for writing examinations:
A candidate may write an examination when
(a) Intermediate Part I or II college correspondence courses have been successfully completed; OR
(b) Intermediate Part I or II subjects have been taught by the candidate within the last two years for a minimum of one complete school year as certified by the Principal; OR
(c) Official evidence is presented of the successful completion of Intermediate Part I or II subjects at a night school course, secondary school option course, a business college course, or an approved machine company course.

115. Two-Summer Programme Leading to the Commercial-Vocational Certificate

Commercial-Vocational Courses of a two-summer sequence will be offered at Toronto in 1969, commencing July 2 and ending August 1. These courses lead to the Interim Commercial-Vocational Certificate, Type B. This certificate is valid in any secondary school for teaching the commercial subjects named on the certificate.

To these five-week courses may be admitted applicants holding the following degrees, diplomas, or certificates:

1. Graduates of an accredited university with standing acceptable to the Dean who are not eligible for the High School Assistant's programme may qualify for admission to any one of the courses offered.
2. Graduates of the three-year Secretarial Science Course at the Ryerson Polytechnical Institute may qualify for admission to the Typewriting, Office Practice and Shorthand courses.
3. Applicants holding diplomas as Chartered Accountants, Chartered General Accountants, and Registered Industrial Accountants may qualify for admission to the Bookkeeping and Accounting course.
4. Applicants who submit evidence that they have obtained a contract with a secondary school board, or other publicly supported educational institution, or a contract with an inspected private school, to teach the business subjects for which they are certified.

Applicants proceeding toward a Commercial-Vocational Certificate, Type B, may choose one of the following courses:

1. Bookkeeping and Accounting
2. Typewriting and Office Practice
3. Typewriting, Office Practice and Shorthand

The course followed determines the skills or subjects for which the certificate is valid in a secondary school.

Subjects of Certification

1. Applicants who select the Bookkeeping and Accounting course will be certified to teach Bookkeeping and Accounting, Recordkeeping, and Business Practice and may also be certified for other related subjects.
2. Applicants who select the Typewriting and Office Practice course will be certified to teach Typewriting, Grades 9 and 10, and Office Practice. These teachers may also be certified for other related subjects. Teachers who select the Typewriting, Office Practice, and Shorthand courses will be certified to teach these three subjects and may also be certified to teach related subjects.

Applicants for any of these courses may be required to try qualifying examinations in the field of their choice at the option of the Admissions Committee. All applications for these courses must be received prior to June 1.

Applicants who are accepted for these courses and who, after one year's successful teaching, complete a second summer course in 1970, will be granted an Interim Commercial-Vocational Certifi-

cate, Type B (subjects named), valid for five years. A permanent Commercial-Vocational Certificate (subjects named) may be issued after two years of teaching experience if the quality of the teacher's work has been satisfactory and he has completed half of the credits toward an acceptable university degree. Upon completion of the degree, teachers may apply to the Department of Education for an Interim High School Assistant's Certificate, Type B.
Detailed information regarding this course as well as information regarding examinations, should be obtained immediately from the Director, Business and Commerce Department, The College of Education, 371 Bloor Street West, Toronto 181, in order that eligibility for admission may be established before a contract is made with a school board.

116. Three-Summer Programme Leading to the Commercial-Vocational Certificate, Type B

Commercial-Vocational Courses of a three-summer sequence will be offered at Ottawa and Toronto in 1969, commencing July 2 and ending August 1. These courses lead to an Interim Commercial-Vocational Certificate, Type B, which is valid in any secondary school for teaching the Commercial subjects named on the certificate. These courses offer preparation in methodology for the subjects of Typewriting, Office Practice, Shorthand, and Marketing, but not for Bookkeeping or Accounting. The second and third summers of this programme will be offered for those who complete successfully the work of the previous summer courses.
To these five-week courses may be admitted applicants who submit the following:
(a) an Ontario Secondary School Honour Graduation Diploma or equivalent, and
(b) a statement satisfactory to The College of Education, from an employer or employers that the applicant has had at least five years' acceptable office or merchandising experience. Graduates of the Marketing Management or Retail Administration options of the three-year course at the Ryerson Polytechnical Institute must submit similar statements testifying to at least two years of acceptable merchandising experience subsequent to graduation from the Ryerson Polytechnical Institute, and
(c) evidence that an applicant has passed the required qualifying examinations in Shorthand, Typewriting, or Marketing, and
(d) evidence that an applicant has obtained a contract with a secondary school board, or other publicly supported educational institution, or a contract with an inspected private school, to teach the business subjects in which he has passed the qualifying examinations.
Applicants proceeding toward a Commercial-Vocational Certificate, Type B, may choose one of the following courses:
1. Typewriting and Office Practice
2. Typewriting, Office Practice and Pitman Shorthand
3. Marketing

The course followed determines the skills or subjects for which the certificate is valid in a secondary school.

Subjects of Certification
1. Applicants who select the Typewriting and Office Practice course will be certified to teach Typewriting, Grades 9 and 10, and Office Practice. These teachers may also be certified for other related subjects. Teachers who select the Typewriting, Office Practice, and Shorthand courses will be certified to teach these three subjects and may also be certified to teach related subjects.
2. Applicants who select the Marketing course will be certified to teach Retail Merchandising, Grades 9 and 10, and Marketing, Grades 11 and 12, and may be certified to teach related subjects in the marketing field.

Examination Regulations
Qualifying examinations will be offered at The College of Education, Toronto, in March, April and May. Prior arrangements for writing examinations must be made through The College of Education. Special arrangements may be made prior to May 15, to write examinations in designated examination centres outside Toronto. No qualifying examinations are offered after June 1, 1969.
If the applicant is successful in the summer courses and in teaching, the employing board will not be required to advertise the position during the teacher's second year of teaching. After the third summer course the successful candidate will receive an Interim Commercial-Vocational Certificate, Type B (subjects named). This certificate will be valid for five years. A permanent Commercial-Vocational Certificate (subjects named) may be issued after two years of experience if the quality of the teacher's work has been satisfactory and the teacher has completed half the credits toward an acceptable university degree. Upon award of this degree, the teachers may apply to the Department of Education for an Interim High School Assistant's Certificate, Type B, and will be eligible to proceed toward Commercial Specialist Status.
Detailed information regarding this course as well as information regarding examinations should be obtained immediately from the Director, Business and Commerce Department, The College of Education, 371 Bloor Street West, Toronto 181, in order that eligibility for admission may be established before a contract is made with a school board.

117. Vocational and Occupational Summer Sessions

Vocational, Type B, Summer Sessions
Summer Sessions leading to the Vocational Certificate, Type B, will be offered from July 2 to August 15, 1969 for holders of High School Assistant's Certificates who meet Department of Education requirements for Vocational certification.

Vocational and Occupational, Type B, (Practical Subjects) Summer Session
The first of two seven-week Summer Sessions leading to the Interim Vocational Certificate, Type B, or the Interim Occupational Certificate, Type B, (Practical Subjects) will be offered from July 2 to August 15, 1969.

See Sections 76 to 83 for details concerning those candidates who can satisfy the admission requirements to the One-Year Programme and in addition have a signed contract to teach a Vocational subject or the practical Occupational subjects for the school year 1969-70.

Vocational, Type A, Summer Sessions
Summer Sessions leading to the Vocational Certificate, Type A, will be held from July 2 to August 1, 1969. Parts I and II will be offered by The College of Education.
Occupational, Type A, (Practical Subjects) Summer Sessions
Summer Sessions leading to the Occupational Certificate, Type A, will be held from July 2 to August 1, 1969. Parts I and II will be offered by The College of Education.

Notes:
Applications must be received before June 2, 1969, for any Vocational or Occupational Summer Session mentioned above.
Application should be made to the Director, Technical and Industrial Arts Department, The College of Education, 371 Bloor Street West, Toronto 181.

118. Industrial Arts Summer Sessions

Specialist Summer Sessions
Summer Sessions leading to the Specialist Certificate in Industrial Arts will be held from July 2 to August 1, 1969. Parts I, II and III will be offered if enrolment in each Part is sufficient.
Requirements for admission to Part I are:
(1) an Intermediate Certificate in Industrial Arts and one year of successful teaching in Industrial Arts;
(2) standing in seven Grade 13 credits, including English Composition and English Literature.
A candidate who wishes to apply for admission to Part II must submit the official records of successful completion of Part I.
Admission to Part III depends upon satisfactory completion of Part II.

Intermediate Summer Sessions
The programme consists of three Summer Sessions, each of five week's duration.
If sufficient candidates apply, to Part I will be admitted:
(1) a candidate holding a Vocational Certificate, who is teaching Industrial Arts in a secondary school;
(2) a candidate holding an Elementary School Teacher's Certificate and also Parts I and II of the Elementary Industrial Arts Programme and Part I of the Arts Supervisor's Course with a standing of at least 66% in the latter;
(3) a candidate holding a High School Assistant's Certificate with Industrial Arts as an option.

Admission to Part II requires passing grades in all subjects of Part I. Admission to Part III requires the successful completion of Part II.
Application should be made before June 2, 1969, to the Director, Technical and Industrial Arts Department, The College of Education, 371 Bloor Street West, Toronto 181.

Elementary Summer Sessions
The programme consists of three Summer Sessions, each of five weeks' duration.
To Part I may be admitted a teacher who holds a Certificate or Letter of Standing qualifying him to teach in an elementary or secondary school in Ontario.
To Part II may be admitted an applicant who has completed satisfactorily Part I of the Programme.
To Part III may be admitted an applicant who has successfully completed Part II.
An applicant who has completed successfully Part II will be recommended for the Elementary Industrial Arts Certificate.

Supervisor's Summer Sessions
A candidate for the Supervisor's Part I Programme will apply for the Elementary Part III Programme listed above.
To be admitted, the applicant must have successfully completed Parts I and II of the Elementary Industrial Arts Summer sequence.
An applicant for the Supervisor's Part II Programme will apply for the Intermediate Industrial Arts Part I Programme.
To be admitted, the applicant must have successfully completed either Supervisor's Part I Programme or Elementary Industrial Arts Part III.

119. Occupational Trades Summer Sessions

If a sufficient number of candidates make application, Summer Sessions in trade subjects leading to the Occupational Certificate, Type B (Practical Subjects) will be offered in 1969.
To Part I may be admitted holders of Vocational Certificates and holders of Industrial Arts Intermediate Certificates, who hold contracts with Boards of Education to teach this subject in composite schools. Acceptable additional work experience is necessary.
To Part II may be admitted candidates who have completed Part I.

120. Physical and Health Education Summer Sessions

Separate Summer Sessions in Physical and Health Education will be offered in Toronto for men and women:

Intermediate Summer Sessions
The programme leading to an Intermediate Certificate in Physical and Health Education consists of two Summer Sessions (Intermediate, Parts I and II). These will be held from July 2 to August 8, 1969.
Applicants for admission to the Summer Sessions must hold a High School Assistant's Certificate.

Applicants holding an Elementary Physical and Health Education Certificate granted under former regulations may be admitted to the second Summer Session (Intermediate, Part II).

Specialist Summer Session
The Summer Session leading to the Specialist Certificate will be held in Toronto from July 2 to August 8, 1969.
Applicants for admission must hold an Interim High School Assistant's Certificate or a Permanent High School Assistant's Certificate and an Intermediate Certificate in Physical and Health Education, and have taught for a period of at least one year in a secondary school in Ontario, or in Grade 9 or 10 of an elementary school or a separate school in Ontario, or hold a High School Assistant's Certificate and a Supervisor's Certificate in Physical and Health Education.

Special Summer Session for Teachers of Physical and Health Education for Girls
The Special Summer Session for Teachers of Physical and Health Education for Girls will be held in Toronto from July 2 to August 8, 1969.
Applicants for admission to the Summer Session must hold:
(1) a Permanent Elementary School Teacher's Certificate or First Class Certificate;
(2) a Secondary School Honour Graduation Diploma or equivalent standing;
(3) a contract with an Ontario secondary school Board of Education.
After a satisfactory completion of the programme, the candidate will receive from the Department of Education a letter to that effect.

Medical Certificates
Each applicant is required to forward by June 15 a medical certificate from his own physician indicating that he is physically fit to take a Summer Session in Physical and Health Education. Final registrations will not be accepted and students will not be allowed to take part in the Summer Session until this condition has been fulfilled.

Applications
Application forms may be obtained from the Head of Women's Physical and Health Education, or from the Head of Men's Physical and Health Education, The College of Education, 371 Bloor Street West, Toronto 181. Completed application forms must be returned not later than June 2, 1969.

121. Attendance at Summer Sessions

Owing to the compact nature of the Summer Sessions, absenteeism cannot be tolerated except for reasons of health and then only for a maximum of five days supported by a medical doctor's statement. This regulation applies to all candidates attending all Summer Sessions.

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Admission Information	Admission Awards Admission Circular
Applied Science and Engineering	Faculty of Applied Science and Engineering Engineering at Toronto—descriptive brochure
Architecture	Faculty of Architecture, Urban and Regional Planning and Landscape Architecture Landscape Architecture—descriptive brochure Graduate Work in Architecture—descriptive brochure
Arts and Science	Faculty of Arts and Science The New Programme
Business	School of Business—Graduate Programme in Business Administration
Child Study	Institute of Child Study
Dentistry	Faculty of Dentistry Division of Postgraduate Dental Education Division of Dental Hygiene
Education	The College of Education Graduate Degrees in Education*
Extension	Degree Courses in Arts, Science and Nursing Certificate Courses in Business, Public Administration, Criminology and Public Health Nursing Courses in the Liberal Arts and Social Sciences (Non-Degree) Business, Engineering and other Professional Courses (Non-Degree)
Food Sciences	Faculty of Food Sciences
Forestry	Faculty of Forestry Diploma Course in Resource Management
Graduate Studies	School of Graduate Studies
Hygiene	School of Hygiene

Law	Faculty of Law
Library Science	School of Library Science
Medicine	Faculty of Medicine, Premedical Course Faculty of Medicine, Professional Course Division of Rehabilitation Medicine Division of Postgraduate Medical Education
Music	Faculty of Music The Royal Conservatory of Music School of Music Year Book General Syllabus Pianoforte and Theory Syllabus
Nursing	School of Nursing
Pharmacy	Faculty of Pharmacy
Physical and Health Education	School of Physical and Health Education
Social Work	School of Social Work

*Write to: Ontario Institute for Studies in Education, 102 Bloor Street West, Toronto 181, Ontario.

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